

Stormwater Pollution Prevention Plan

for:

TransIT Services of Frederick County 1040 Rocky Springs Road Frederick, MD 21702 301-600-2065

Emergency Spill Remediation Contractor

- DFRS / Hazmat 911 or nonemergency# 301-600-1603
- Burns Septic & Tank Cleaning, Inc.
 2360 Dairyland Drive, Westminster, MD 21558
 1-877-89-BURNS (28767)/410-833-5857
- Floyd E. Cline & Sons, Inc. 3434 Brethren Church Rd, Myersville, MD 21773 301-293-2983

SWPP Contact(s)

TransIT Services of Frederick County

Mr. Joe Ortega
Assistant Director-Operations
1040 Rocky Springs Road
Frederick, MD 21702
(240) 285-7411 (cell)
301-600-2037 office
jortega@frederickcountymd.gov

Fueling Facility (only):

Valiree Stine
Frederick County Fleet Services
Fuel System / Fleet Software Administrator
331 Montevue Lane
Frederick, MD 21702
301-600-1572 office
301-600-1765 fax
240-674-2958 cell
vstine@FrederickCountyMD.gov

SWPP Preparation Date:

March 2012

Use whichever of the two private contractors is most immediately available.



Major SWPPP Revision Date(s):

November 15, 2012



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SECTION 1: FACILITY DESCRIPTION AND CONTACT INFORMATION

1.1 Facility Information

Name of Facility: TransIT Services of Frederick County											
Street: 1040 Rocky Springs Road											
City: Frederick	State: MD ZIP Code: 21702										
County or Similar Subdivision: Frederick County											
Latitude/Longitude (Use one of three possible formats, and sp	pecify method)										
Latitude:	Longitude:										
1 ° '" N (degrees, minutes, seconds)	1 ° '" W (degrees, minutes, seconds)										
2 °' N (degrees, minutes, decimal)	2°' W (degrees, minutes, decimal)										
3. <u>39.4334</u> ° N (decimal)	3. <u>-77.4376</u> ° W (decimal)										
Method for determining latitude/longitude (check one):	•										
USGS topographic map (specify scale:)										
Other (please specify):											
Estimated area of industrial activity at site exposed to store	mwater: 4.0 (acres)										
Discharge Information											
Does this facility discharge stormwater into an MS4? ☐ If yes, name of MS4 operator: Frederick County	Yes No										
Name(s) of water(s) that receive stormwater from your	facility: Carroll Creek										
Are any of your discharges directly into any segment of an "impaired" water? Yes No If Yes, identify name of the impaired water (and segment, if applicable): Identify the pollutant(s) causing the impairment: For pollutants identified, which do you have reason to believe will be present in your discharge?											
For pollutants identified, which have a completed TMDL?											
Do you discharge into a receiving water designated as a Ti	er 2 (or Tier 2.5) water? 🗌 Yes 🔀 No										
Are any of your stormwater discharges subject to effluent of the stormwater discharges are stormwater discharges and the stormwater discharges are stormwater dis	guidelines?										
Primary SIC Code or 2-letter Activity Code: Division J Public	Administration; Major Group 91; General Government										
Identify your applicable sector and subsector: Industry Gro	oup 919: General Government, Not Elsewhere Classified										



1.2 Contact Information/Responsible Parties

Facility Owner (s):

Name: Board of County Commissioners of Frederick County, MD

Address: 12 E. Church St.

City, State, Zip Code: Frederick MD 21701

Telephone Number: 301-600-1100

Email address: countycommissioners@frederickcountymd.gov

Fax number: 301-600-1849

Facility Operator (s):

Name: Pat Rosensteel, Division Director, Citizens Services Division

Address: 520 North Market Street
City, State, Zip Code: Frederick MD 21701
Telephone Number: 301-600-1065

Emergency Phone (cell) 301-606-7906

Email address: <u>prosensteel@frederickcountymd.gov</u>

Fax number: 301-600-1636

Name: Patrick Hannah, Director of Fleet Services

Address: 331 Montevue Lane
City, State, Zip Code: Frederick MD 21702
Telephone Number: 301-600-3588
Emergency Phone (cell) 240-674-7429

Email address: phannah@frederickcountymd.gov

Fax number: 301-600-1765

SWPPP Contact:

Name: Joe Ortega, Assistant Director-Operations

Telephone number: 301-600-2037 Emergency Phone (cell) 240-285-7411

Email address: jortega@frederickcountymd.gov

Name: Nancy Norris, Department Director, TransIT Services

Telephone number: 301-600-3538 **Emergency Phone (cell)** 301-471-8612

Email address: nnorris@frederickcountymd.gov

Fueling Component:

Name: Valiree Stine, Frederick County Fleet Services, Fuel System/Fleet Software Administrator

Telephone number: 301-600-1572 **Emergency Phone (cell)** 240-674-2958

Email address: vstine@frederickcountymd.gov



1.3 Stormwater Pollution Prevention Team

Staff Names	Individual Responsibilities
Pat Rosensteel, Division Director	 Planning and supervision of the implication of all pollution prevention activities related to this SWPPP.
Joe Ortega, Assistant Director Operations	 SWPPP team leader. Emergency SWPPP contact relating to bus maintenance and entire property but also is responsible for notifying Valiree Stine of any leaks of fueling equipment or spills related to fueling equipment. Is also responsible for reporting and documenting all spills when Valiree Stine is not available and will provide all spill reports to Valiree Stine. Does Routine and Annual Comprehensive site inspections.
Helen Stockman, Service Coordinator	 Monitors day to day activities at site, documents spills, does all inspections, maintains SWPPP in his/her control. Checks fuel dispensers for leaks, repairs. Monitors loading and unloading areas for spills and is responsible for cleaning up. Cleans out stormwater ponds of floatables/garbage on monthly basis and looks for signs of staining or non-stormwater discharges into pond. Responsible for waste recycling and monitoring of waste tanks for signs of spills or leaks. Makes sure bus washing does not discharge detergents outside of wash facility.
Valiree Stine, Fuel System / Fleet Software Administrator	 Custodian of SPCC for this facility and adds records and updates as necessary. Emergency SWPPP contact relating to fueling component at this facility.

1.4 Activities at the Facility

The site is asphalt/macadam covering approximately 4 acres; and approximately 0.5 acres of undeveloped grass land that includes the drainage swale and stormwater pond.

The industrial area located on the asphalt portion of the site is used as an active bus yard and includes the administration building, covered water reclamation bus-wash building, and covered maintenance facility. Buses are parked in the fenced bus yard when not in use and when waiting for maintenance. Maintenance is provided by Fleet Services in a covered maintenance facility located inside the fenced bus yard.

The administration building includes the offices of the operations staff, dispatchers, Division Director, Department Head and administrative staff.



1.5 General Location Map

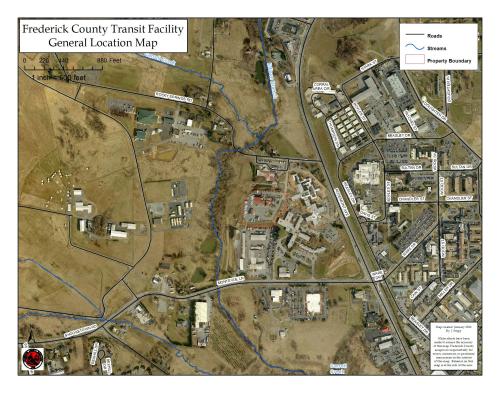


Figure 1-1. General Location Map (larger map included in Attachment A)



Figure 1-2. Topographic map



1.6 Site Map



Figure 1-3. Site map (larger map included in Attachment B)





SECTION 2: POTENTIAL POLLUTANT SOURCES

Primary potential sources of pollution include the vehicle fueling area, maintenance building, bus-wash building and loading and unloading of materials at these 3 locations. The estimated direction of flow for all 3 potential sources is into the stormwater management pond to the west of these facilities.

The types of pollutants that could possibly be found in stormwater are indicated below.

- Petroleum based greases
- Transmission
- Steering Fluid
- Diesel Fuel
- Hydraulic fluids
- Anti-Freeze/coolant
- Windshield Washer Solvent
- Detergents from Bus Wash
- Urea / DEF = Diesel Exhaust Fluid
- Calcium chloride for snow removal

2.1 Industrial Activity and Associated Pollutants

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Below is a list of significant materials that have been treated, stored, or disposed in a manner which allowed exposure to stormwater at any time from three years prior to obtaining coverage under this permit until the time the present method of on-site storage or disposal was initiated.

Industrial Activity	Associated Pollutants
Fueling station	Diesel fuel, DEF
Outdoor dumpsters	Printing inks from paper products, grease from old parts.
Bus wash	Detergents
Bus fleet parking	New and used motor oil, diesel fuel, anti-freeze, windshield washer solvents, brake hydraulic fluid, power steering and transmission fluids, gear oils, detergents for bus-wash, DEF
Bus maintenance and receiving of materials for maintenance of buses.	SEE LIST BELOW:

A/C Freon R12-30 LB. Do Not Reorder	1-30LB CYLINDER
A/C Freon R134A	2-30LB CYLINDERS
A/C Freon R22-30 LB. Orion Bus	0
Additive ET-100 G.T.A.	2-12OZ.CANS
Adhesive Trim-08090-Spray	0-CAN
Anti-Freeze Gold ZXG051	2-GALLONS
Anti-Freeze Green	14-GALLONS
Anti-Freeze HD ELC Gallon- 98HK64	53-GALLONS
Anti-Freeze Orange 01G SDX LO	22-GALLONS
Anti-Seize 133K 80078	4-80Z, BOTTLES

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Balance Equal Tire C 8 oz. Size Balance Equal Tire F

Brakleen 2417 Cleaner Battery 80369 Cleaner Electric 5018

Cleaner Gum Cutter Carb Cleaner B-101 Conditioner Auto Trans Do Not Reorder Conditioner Diesel Ulta Low 05432 Degreaser Engine-Rebi Gunk Foamy Diesel Exhaust Fluid #DEF002

Diesel Exhaust Fluid-55 Gal - 41036-055

Drv Gas

Fluid Brake (Gals.) 35-101 Fluid Brake DOT 3 (12 oz) Fluid Power Steering B1500

Fluid Starting

Fluid WC Lift Hydraulic-20-16-051

Glass Cleaner 1020 Glue Super 82191 Grease HI Temp 98CU33 Grease Off KN22701 Degreaser Grease Wheel BRG 55171 Blue

Grease White Spray Grease White Tube SL3361 Inforce BG438 NAPA #401712 Loctite PTX 24240 Blue Lube Dielectric 22058 Oil 10W30 QT BTLS UNI132

Oil 15W40 Bulk 1052955 Oil 15W40 QT BTLS 1054100

Oil 40W Quart BTLSXXD020 Do Not Reorder

Oil 5W30 QT BTLS 10601

Oil 5W40 Synth QT BTLS 98HM64

Oil Pag YN 12D

Oil Refrigeration GR100 Oil SW40 Bulk Synth DEL500 Oil Trans Bulk Synth UNI345

Oil Trans Drum Synth AFT Do Not Reorder

Oil Trans Quart BTLS

Oil Trans Quart BTLS SYNTH MERCON Oil Trans SYNTH Gallon 27101

Paint Black Gloss 1601 Paint Gray 1605 Paint Primer Gray 1318 Paint White Gloss 1501

Paint Yellow DA 1809 Dump Truck Body Pipe Sealant 56521 Loctite

Protector Battery 80370-SA9

Sealant Gray TA-31

Silicone - Spray with PTFE L508 Silicone Black 85080

8-80Z.BAGS

6-30Z.BAGS

20-14OZ. CANS

2-5 OZ.CANS

3-11.63OZ. CANS

2-130Z. CANS

4-110Z.CANS

1-320Z.CAN

2-18OZ.CANS 0-2 1/2 GALLON

0-55-GALLON DRUM

7-12 OZ. BOTTLES

1-GALLON

4-120Z.BOTTLES

4-12OZ.BOTTLES

2-10.70Z. CANS

2-GALLONS

2-19.70Z.CANS

3-.070Z.TUBE

5-14OZ. TUBES

1-GALLON

1-14 OZ. TUB

1-120Z. CAN

1-1.75OZ TUBE

3-15.75OZ. CANS

1-1.220Z.TUBE

2-30Z.TUBE

17-QTS.

628-QTS-BULK TANK

43-QTS.

36-QTS.

38-QTS.

17-QTS.

3-70Z.CANS

1-GALLON

776-QTS- BULK TANK 765-QTS-BULK TANK

1-55 GALLON DRUM

20-QTS. 22-QTS.

9-QTS.

2-12 OZ. CANS

4-12 OZ. CANS

2-12 OZ. CANS

1-12 OZ.CAN

1-120Z. CAN

1-1.69OZ.TUBE

1-5 OZ. CAN

1-50Z.TUBE

1-6 OZ. CAN

2-9.50Z.TUBES

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Silicone Spray 5074 2-7.50Z. CANS Spray High Tach 80064 2-5 OZ. CANS Spray Lube Cable with Teflon C-661 1-11 OZ.CAN Spray Nine 26801 Gallon 0-GALLON Spray Nine SP9T 24 oz. 1-22OZ.BOTTLE Washer Solvent 55 Gallon 1-55 GAL. DRUM Washer Solvent Windshield Gallon 9-GALLONS Windshield De-Icer-WD-16 0-CANS

2.2 Spills and Leaks

Areas of Site Where Potential Spills/Leaks Could Occur

Location	Outfalls
Bus wash	Into stormwater management pond # 2
Fueling station	Into stormwater management pond #2
Maintenance bay	Into stormwater management pond #2
Loading docks at maintenance shop.	Into stormwater management pond #2
Parking lot where fleet is parked	Into stormwater management pond #2 or #3. Ponds 2 and 3 serve the more southern portion of the fleet parking lot via a flow splitter.

2.2.1 Description of Past Spills/Leaks

Date	Location	Quantity	Released To	Action	MDE Notified
3/11/2010	Motor Pool; Pump #2	< 5 Gallons	Asphalt		No
7/14/2010	Fuel Island	1 Cup Diesel	Asphalt		No
9/23/2010	Frederick Towne Mall	3-4 Gallons ULS Diesel	Asphalt Parking Lot	Fire Dept. Responded; Covered w/Absorbent	No
9/29/2010	Motor Pool; Pump #5	ULS Diesel	Concrete Fueling Pad	Driver Applied and Cleaned Up with Absorbent; Supervisor Responded and Checked	No
11/10/2010	TransIT Parking Lot	<1 Gallon Diesel	Asphalt	Placed Bucket Under Bus Leak	No
1/5/2011	Motor Pool; Pump #5	Small Amount	Pavement		No
6/1/2011	TransIT Center, East Street	10-12 Gallons Antifreeze	Asphalt	911 Called; Fire Dept. Responded and Cleaned Up	No
6/22/2011	TransIT Parking Lot	Small Amount Fuel	Asphalt		No
8/10/2011	Motor Pool Fuel Island	1/2 Gallon Antifreeze	Asphalt	Absorbent Applied by Shop Manager	No
8/16/2011	Motor Pool Fuel Island	< 1/2 Gallon Fuel	Pavement		No



l i	1	I	1	1	1	
				Driver Applied Absorbent		
8/25/2011	Motor Pool	1/2 Pint Fuel	Pavement	and Cleaned Up	No	

2.3 Non-Stormwater Discharges Documentation

Date of evaluation: 4/6/2012

Description of the evaluation criteria used:

A walk-through of the property during a dry day (no precipitation) yielded no dry weather flows into or out of the two stormwater management ponds. No further action is required.

2.4 Salt Storage

No bulk deicer/salt is stored at this facility.

2.5 Sampling Data Summary

No water quality monitoring has been done to date.



SECTION 3: STORMWATER CONTROL MEASURES

3.1 Minimize Exposure

Buses are washed and maintained inside closed facilities not exposed to stormwater. Any outdoor pressure washing happens without the use of detergents.

All fuel unloading is supervised by Ms. Valiree Stine or her agent as per the Spill Prevention Control and Countermeasures Plan.

Dumpsters are kept covered at all times.

3.2 Good Housekeeping

The good housekeeping program includes the following components:

- Staff maintains an organized inventory of liquid and powdered materials.
- The TransIT lot is machine-swept by Highway Operations on a monthly basis.
- Oil filters are crushed and recycled.
- All used parts are drained of fluids prior to disposal.
- Drip pans, drain boards, and drying racks are used to direct drips back into a fluid holding tank for reuse.
- Used fluids are promptly transferred to the proper container; full drip pans or other open containers are not left around the shop. Drip pans and containers are regularly emptied and cleaned.
- When parts are dipped in liquid, they are removed slowly to avoid spills.
- Greasy rags, oil filters, air filters, batteries, spent coolant, and degreasers are disposed of properly.
- All washing of parts is done at a centralized station so the solvents stay in one area.
- Batteries and other significant materials are stored inside.
- Staff label and track the recycling of waste material (e.g., used oil, spent solvents, batteries).
- TransIT strives to eliminate or reduce the number of hazardous materials used and amount of waste by substituting nonhazardous or less hazardous materials.
- Staff clean up leaks, drips, and other spills using dry methods.
- The hosing down of spills that would result in the exposure of pollutants to stormwater is strictly prohibited.
- Assure the storage of drums and containers indoors when possible and in secondary containment with a roof or cover (including temporary cover such as a tarp that prevents contact with precipitation).



- Collected wastes are properly treated or disposed of by a licensed waste hauler.
- Staff are present when used oil hauler is pumping used oil tanks to ensure that any spills are reported and properly cleaned up.

3.3 Preventive Maintenance

- All stormwater management devices are inspected on a tri-annual basis by the Frederick County Environmental Compliance Section and can be reached at (301) 600-3507. Frederick County Alternative Sentencing maintains vegetation within the stormwater management facilities. Division of Parks and Recreation conducts bi-annual inspections, trash removal, and woody vegetation removal.
- Fleet Services inspects and maintains above ground storage tanks (ASTs) and fueling apparatus to comply with State of Maryland regulations. For all petroleum storage tank maintenance, please refer to the Spill Prevention, Control and Countermeasures Plan
- See SPCC Plan for FLT-005 Fuel Tank and Dispenser Inspection and Testing Procedures and FLT-003 Fuel Inventory Management and Recordkeeping Procedures.
- Fleet Services inspects fuel sites regularly using the Fuel Site Weekly Inspection Report form (Figure 3-1) and Stage II Vapor Recovery Daily Inspection form (Figure 3-2).
- All buses (Shuttle and Connector) are checked on a routine basis for leaks and scheduled for repair if leaking. Bus Operator Vehicle Pre-Trip Inspection Reports are mandatory each time a bus is used which includes reporting of any leaks. See Figures 3-3 and 3-4.
- Additionally, TransIT is audited for maintenance by both the Federal Transit Administration and the Maryland Transit Administration. Part of this preventive maintenance includes checking for leaks which may cause non-stormwater discharges. Figure 3-5 and 3-6 detail required shop service intervals.

GRANT MANAGEMENT REQUIREMENTS Circular FTA C 5010.1D (November 1, 2008) states:

"The grantee agrees to maintain project property in good operating order and in compliance with any applicable Federal regulations or directives that may be issued, except to the extent that FTA determines otherwise in writing. The grantee agrees to keep satisfactory records pertaining to the use of project property, and to submit to FTA upon request such information as may be required to assure compliance with Federal requirements. The grantee is required to have a written vehicle maintenance plan and facility/equipment maintenance plan. These plans should describe a system of periodic inspections and preventive maintenance to be performed at certain defined intervals"



<u>Fuel Site Weekly Inspection Report</u> (One Ticket per Site per Tank)

Fuel Location Site:			Insp	ectors Name:	(print)
Inspection Date:			Insp	ection Time:	
Fuel Type:	T	ank Number: _			
Pump # Readi	ng:	F	Pump #	Reading:	
Stick Reading (Incl	hes):		Veeder Roo	t (Inches):	
Stick Reading (Gal	lons):		Veeder Roo	ot (Gallons):	
Stage II Daily Repo	ort in order:	Yes	No_		
Site Ins	spection	n Check S	Sheet	Work Ord	ler #:
Item Pump Number:	1 2	Entered into Fa	ster	Problem	Date Expired, Replaced or Refilled
Hose:			_		
Nozzle:			_		
Breakaway:			-		
Retractor:			-		
Signs:			_		
Filters:			-		
Fire Extinguisher:			-		
Spill Kit:			-		
Emergency Phone:			-		
Absorbent:			-		
Fuel Stick:			-		
Spill Bucket:			-		
Inspectors Signatur	·e:				(sign)
Director:(initial) A	sst Director:	(init	al) Fuel Coordina	ator: (initial)
FLT-005 #2 Exhibi	it B				

Figure 3-1. Fuel Site Weekly Inspection Report



STAGE II VAPOR RECOVERY DAILY INSPECTION Fuel Site: Pump #_____Month_____Year_____

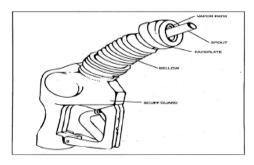
(Use one form per Nozzle Inspected)

DAYS OF THE MONTH

ITEM INSPECTED	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Hoses - no kinks, flat spots, blockages or tears.																															
Nozzles - no drips or leaks.																															
Nozzle Bellows - no tears or slits in the bellows.																															
Nozzles Faceplate not torn. Good seal.																															
Nozzle Check Valve - Properly wired or clamped.																															
Nozzle Shutoff - both shutoff & hold open latch functional. (Monthly)																															
Initials of individual who performed inspection.																															

Place a Check Mark in space if OK / Place an' X' in space if there is a problem. If there is a problem with a Nozzle and you place an 'X' in the spot and fill out the Maintenance Form and Fax a copy to Fleet Administration.

Balance Nozzle



Stage II Certified Inspector:	_ Date:
Monthly Stage II Inspector:	_ Date:
Fleet Services Director:	Date:

Figure 3-2. Stage II vapor recovery daily inspection form.



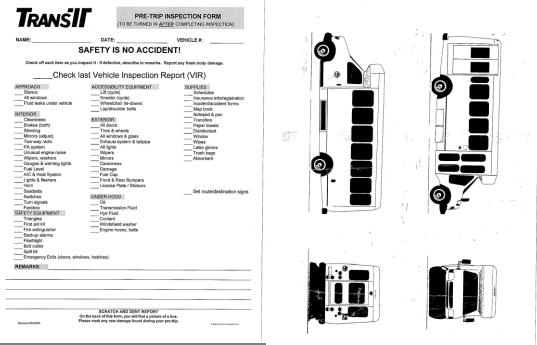


Figure 3-3. TransIT Shuttle Pre-trip inspection form.

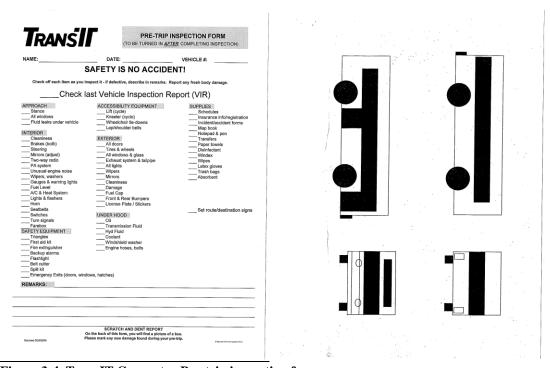


Figure 3-4. TransIT Connector Pre-trip inspection form.



TransIT Shop Service Intervals

Gillig Buses	Orion Buses	Thomas Buses	TransIT Small Bus
A- 4,500 Miles	A- 4,500 Miles	A- 4,500 Miles	A- 6,000 Miles
B- 4,500 Miles	B- 4,500 Miles	B- 4,500 Miles	A- 6 Months
C- 22,500 Miles	C- 22,500 Miles	C- 22,500 Miles	B- 6,000 Miles
H- 12 Months	H- 12 Months	H- 12 Months	C- 25,000 Miles
J- 335 Days	J- 335 Days	J- 335 Days	J- 6 Months
T- 9,000 Miles	T- 9,000 Miles	T- 9,000 Miles	T- 12,000 Miles
U- 180 Days	U- 4 Months	U- 4 Months	
V- 100,000 Miles	V- 100,000 Miles	V- 100,000 Miles	V- 100,000 Miles
W- 6 Months	W- 4 Months	W- 8 Months	W- 8 Months
Z- 6 Months	Z- 6 Months	Z- 6 Months	Z- 6 Months
15W-40 Motor Oil	15W-40 Motor Oil	5W-40 Syn. Motor	5W-40 Syn. Motor Oil
Synthetic ATF in	Synthetic ATF in	Synthetic ATF in	Synthetic ATF in Trans.
15W-40 Oil for Hyd.	Synthetic ATF in	Synthetic ATF in	* LV or SP in some Fords
	Hyd.	Hyd.	

Legend:

A - Service = Vehicle Inspection

Inspect lights, body condition, emergency exits, windows, mirrors, safety equipment, communication devices, seats and seat belts, cabin filters,

heating and a/c systems, bus accessories (fare box, fare counter,etc.), passenger grab rails, floor condition

B - Service = Engine oil Change and Lube Chassis

Change engine oil and filter(s), inspect engine for fluid leaks, inspect belts and hoses, inspect and adjust brakes, tires, exhaust, frame, transmission and

driveline, inspect steering and suspension components (tie rod ends, ball joints, etc.), lube all grease fittings, clean spinner filter if applicable

C - Service = Transmission Service

Check transmission operation (road test), change transmission fluid and filter(s), inspect cooler and lines

H - Service = Auxiliary Heater Service

Inspect heater operation, replace fuel nozzle, electrodes, air and fuel filters, clean heat exchanger

J - Service = D.O.T. Inspection

TransiT Service Intervals March 2011.xlsx 4/20/2011 NN

List from A and B services

T - Service = Fuel Filter Service

Replace fuel filter(s), inspect fuel lines

U - Service = Air Dryer Service

Replace air dryer filter, check operation of air system, inspect air lines

V - Service = Change Rear Differential Fluid

W - Service = Hydraulic Service

Change hydraulic fluid and filter, inspect hydraulic system (lines, tank, pump)

Z - Service = Wheel Chair Lift Service

Inspect wheel chair lift operation, lube chains and rollers, replace filter if applicable,

Figure 3-5. TransIT maintenance service intervals, including checking for leaks to prevent non stormwater discharges



Repairs

When repairs are needed, a repair order (or work order) is used to record and track all repair work and is included in TransIT's recordkeeping for the vehicle.

Driver Pre-trip and Post-trip Inspections

Daily inspections of vehicles by drivers prior to putting vehicles into service is an important element of PM. Inspections at the end of the service day (post-trip) are also recommend. Drivers are trained in how to conduct these inspections and are required to complete inspection forms appropriate for their vehicle. If the vhicle is equipped with a wheelchair lift, the pre-trip inspection includes cycling of the lift.

Any deficiencies noted during the inspection are reported, and as such the pre-trip inspection is the first step in the repair process. If a driver finds a significant deficiency during the inspection (such as a headlight or brakelight out, or an inoperative whellchair lift), the deficiency is repaired before the vehicle is placed in service.

Figure 3-6. TransIT maintenance procedures based on guidance from the Maryland Locally Operated Transit Systems (LOTS) Manual.

3.4 Spill Prevention and Response

3.4.1 Spill Prevention

The basic procedures for prevention of spills, discharges or releases of liquids or raw materials is as follows:

- All spills are isolated using absorbent pads and booms if necessary and then they are cleaned
 up immediately using absorbent. The spent absorbent is swept up and disposed of in sealed
 garbage bags.
- Spill control equipment is maintained and stored in adequate supply at locations of potential spills which is primarily the fueling station, around fuel tanks, loading dock of maintenance building and garage bay doors and where buses are parked.
- Oil drip pans and absorbents are available to deal with spills until they can be repaired.
- Regularly inspect vehicles/equipment for leaks.
- The lids of containers holding liquids are securely fastened at all times; including those of drums which are stored outdoors awaiting disposal (regardless of whether they are empty or have product in them). It is preferable that drums be stored inside if they have product in them.
- Pads, drip pans, and funnels are used when transferring petroleum products from a portable container or tank.
- Protect oil containers from damage by moving vehicles/equipment.
- County staff will not store oils or other liquids such as detergents, solvents, paints, acids, coolants, urea liquid for diesel emissions, etc. where they can be exposed to precipitation unless the container is meant for outdoor storage.
- Loading and unloading of powdered or liquid raw materials into facilities is attended at all times.



- All raw materials containers, no matter the size, are to be labeled so that the contents are known
- Storage of all 55 gallon drums of petroleum and other liquids are on or in secondary containment vessels at all times.

3.4.2 Spill Response

Minor Spills

"Minor" Spills are considered to be those of less than 5 gallons which pose no significant harm to human health or the environment and have not entered the storm sewer system, stormwater pond, water body or the groundwater table. These spills can usually be cleaned up by on-site staff.

In this case staff can use absorbent pads, booms and/or absorbent powders to contain the spill and then dispose of materials appropriately.

The SWPPP Team leader listed in this document must be notified and the spill documented as per the Spill Reporting procedures detailed Section 3.4.3.

Major Spills

A "Major" spill is any spill that is not a minor spill. **A major spill is considered an emergency**. It is a spill that cannot be safely contained by staff <u>or</u> cleaned up and/or has made its way into the storm sewer system, stormwater pond, waterbody or groundwater table.

In this case staff should contact the emergency spill remediation contractors listed in the first pages of this document.

SWPPP Team members must be notified and the spill documented as per Spill Reporting procedures detailed below.

For additional spill response procedures relating to petroleum liquids, as well as fueling loading and unloading procedures, follow the instruction in the Spill Prevention Control and Countermeasures Plan (SPCC) for this facility.

3.4.3 Spill Reporting

All "minor" spills should be reported immediately but not later than two (2) hours after their detection to Agency #1 listed below.

All "major" spills, no matter the size, should be reported immediately but not later than two (2) hours after their detection to both Agency #1 and Agency #2 listed below.



1.

- MARYLAND DEPARTMENT OF THE ENVIRONMENT
- 1-(866) 633-4686, available on a 24-hour basis.

2.

- NATIONAL RESPONSE CENTER
- 1-(800) 424-8802, available on a 24-hour basis.

The Stormwater Pollution Prevention Team leader will contact the designated spill remediation contractor if the spill has reached the storm sewer system, stormwater pond, waterbody or ground water or if it cannot be safely contained by facility staff.

All spills must be documented by the Stormwater Pollution Prevention Team members or other designated personnel using the form provided in Attachment F and also reported to the Division Director. The spill documentation will summarize the date of the incident, type of material and estimated quantity lost, cause of the incident, and remediation measures applied to reduce or eliminate the problem.

Joe Ortega, Assistant Director-Operations, is the designated person responsible for spill prevention at TransIT.

Attachment F contains blank Spill/Release Incident Reporting forms and a place to store filled forms as a permanent record of spills and leaks.

3.5 Erosion and Sediment Controls

The facility is mostly paved and the remaining unpaved areas are vegetated so erosion and sedimentation is minimal.

3.6 Management of Runoff

This facility is served by two extended detention stormwater management ponds (#1 and #2) and an extended detention dry pond with sand filter (#3) as noted on the site map. Pond #1 serves the eastern staff parking area. Ponds #2 and #3 serve the northern employee parking area and the bus fleet parking area. Ponds #2 and #3 share drainage from the southern portion of the bus fleet parking area via a flow splitter.

All stormwater management devices are inspected on a tri-annual basis by the Frederick County Environmental Compliance Section and can be reached at (301) 600-3507. Frederick County Alternative Sentencing maintains vegetation within the stormwater management facilities. Division of Parks and Recreation conducts bi-annual inspections, trash removal, and woody vegetation removal.

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MDE Permit 02SW1888



3.7 Salt Storage Piles or Piles Containing Salt

Bulk road salt is not stored at this facility.

3.8 MSGP Sector-Specific Non-Numeric Effluent Limits

Sector specific non-numeric effluent limits are not applicable to this facility.

3.9 Employee Training

All staff working at this facility are to be trained once per year on stormwater pollution prevention planning. Both the curriculum as well as a sign-in sheet with names of trained employees must be included in this plan. New employees are trained upon entering the workforce.

Attachment G is set aside for "Records of Training Curriculum and Student Attendance Forms".

Stormwater pollution prevention planning trainings include spill reporting protocols, management of salt and other deicers, oil management, spent solvent management, disposal of spent abrasives, spill prevention control and countermeasures, fueling procedures, fuel unloading procedures, general good housekeeping practices, painting and blasting procedures, and used battery management etc., as required.

Training with drivers begins in house and finishes outside reviewing the emergency shut off and call button locations (connects directly to 911) on the side of the wash bay and then proceeds to the fuel site to review proper fueling, cut off, clean-up procedures, and emergency clean-up kit use. The shut-off valves shut down the entire diesel fuel pumping system. There is a shut-off valve beside the Call Box on the wash bay (approx. 75 ft. away from the fuel site).

TransIT maintains current information on prevention and response procedures in Driver's Handbook.

3.10 Non-Stormwater Discharges

Leaking buses or other equipment is kept indoors and oil pans are provided to catch leaks until said equipment can be repaired. Staff has access to absorbent powders to catch any petroleum products which may have leaked onto pavement under damaged equipment. Greasy mechanical parts are kept indoors and all outdoor dumpsters are covered. Absolutely no washing of equipment with detergents is allowed outdoors.

3.11 Waste, Garbage and Floatable Debris

The TransIT lot is machine swept monthly by Highway Operations. Garbage and recyclables are collected weekly by a contractor. Floatables are removed from the stormwater management facilities by Parks and Recreation staff on a bi-annual basis.

3.12 Dust Generation and Vehicle Tracking of Industrial Materials

Other than salt for deicing purposes, raw materials are not tracked by equipment leaving the facility.



SECTION 4: Schedules and Procedures for Monitoring

Sector P is not required to do stormwater monitoring.



SECTION 5: Inspections: Routine and Annual

5.1 Routine Facility Inspections

Routine facility inspections will be done by a SWPPP team member (indicated in Section 1.3) of all areas of the facility where industrial materials or activities are exposed to stormwater, and of all stormwater control measures. This routine inspection will be done using Attachment D – Routine Facility Inspection Reports.

Routine facility inspections will be conducted at least quarterly (i.e., once each calendar quarter)

At least once each calendar year, the routine facility inspection will be conducted during a period when a stormwater discharge is occurring.

The completed Routine Facility Inspection Reports form will be kept in the SWPPP notebook.

5.2 Comprehensive (Annual) Site Inspections

A comprehensive site inspection will be done annually by the SWPPP team member indicated above, using the Comprehensive Annual Report Form (Attachment E).

Personnel will verify that the description of potential pollutant sources is accurate, the drainage map has been updated to reflect current conditions, and the controls to reduce pollutants identified in the storm water pollution prevention plan are being implemented and are adequate.

The site inspector will report his/her findings to the Division Director to ensure that each inspection results in an appropriate response.

Specific areas of the facility to be inspected include:

- The parking lot will be inspected for staining from leaking equipment.
- The inlet and outfall of the stormwater management pond will be inspected on a routine basis during dry weather.
- All outdoor dumpster and loading/unloading areas will be inspected for signs of leaks/spills/stains.
- Indoor and outdoor vehicle/equipment maintenance areas will be inspected.

The completed Comprehensive Annual Report Form will be kept in the SWPPP notebook.



SECTION 6: SWPPP CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:	Sherry Burford		_ Title:	Division Director,	TransIT
Signatur	re: Strry	Buyord		Date:	4/17/12



SECTION 6: SWPPP CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:	Pat Rosensteel	Title:	Division Director, Citizens Services Division	n
Signatuı	re: Pathosent		Date: ///5// }-	_





SECTION 7: SWPPP MODIFICATIONS

Your SWPPP is a "living" document and is required to be modified and updated, as necessary, in response to corrective actions, changing activities or management practices.

- If you need to modify the SWPPP in response to a corrective action then the certification statement of this SWPPP template must be re-signed.
- For any other SWPPP modification, you should keep a log with a description of the modification, the name of the person making it, and the date and signature of that person.

INSERT LOG of SWPPP MODIFICATIONS HERE or REFERENCE ANY ATTACHMENTS RELATING to SWPPP MODIFICATION

Jessica Seipp with the County's Watershed Management Section (WMS) must be notified of and receive copies of any modifications to the SWPPP. She can be reached at 301.600.1350 or jseipp@frederickcountymd.gov.





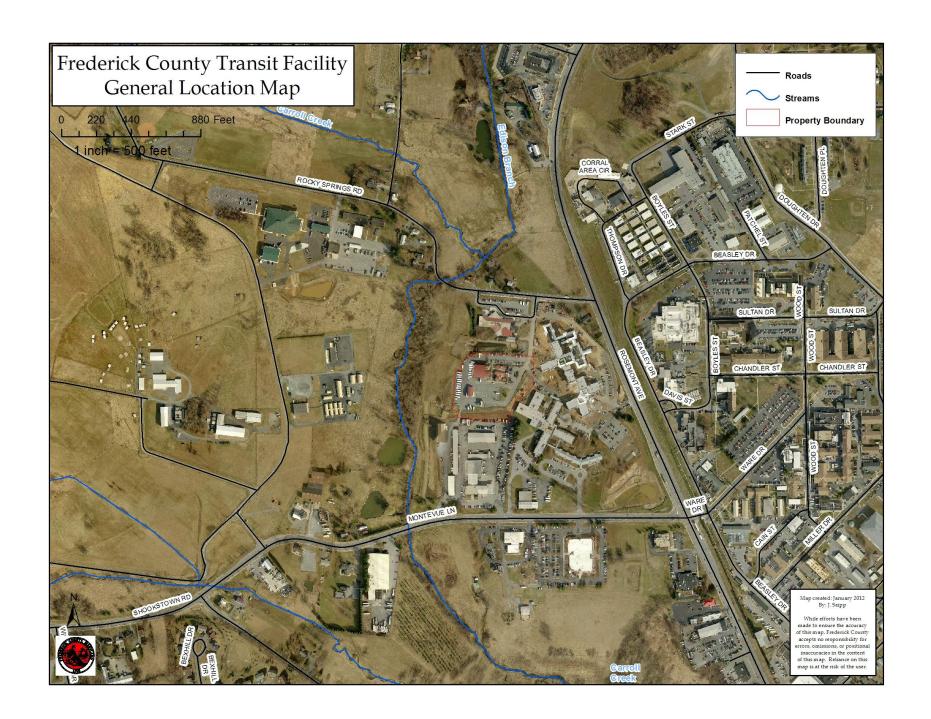
SWPPP Modification Log				
Name of Facility: Frederick Description of Modification	Name of Person making the modification	Date of modification	Signature of person making modification	
Replace Figure 1-3 and Attachment B with updated map numbering outfalls	Jessica Seipp/Joe Ortega	08/23/12	JASPE	
Updated the list of spill response contractors	Jessica Seipp/Joe Ortega	08/23/12	JAS66	
Revised language in Section 3.4.3 to reflect proper spill response procedures	Jessica Seipp/Joe Ortega	08/23/12	JA Spe	
Inserted internal spill response form	Jessica Seipp/Joe Ortega	08/23/12	JAS66	
Replaced Quarterly/Routine Inspection form	Jessica Seipp/Joe Ortega	08/23/12	SASPE	
Replaced Annual/Comprehensive Inspection form	Jessica Seipp/Joe Ortega	11/15/12	SASPE	
Updated SWPP contacts and Pollution Prevention Team	Jessica Seipp/Joe Ortega	11/15/12	SASPE	
Inserted revised site map	Jessica Seipp/Joe Ortega	03/18/13	ASPE	
Inserted revised quarterly and annual inspection forms	Jessica Seipp/Joe Ortega	03/18/13	JA Spe	
Revised list of materials to include calcium chloride	Jessica Seipp/Joe Ortega	03/18/13	JA Spe	





ATTACHMENT A – General Location Map

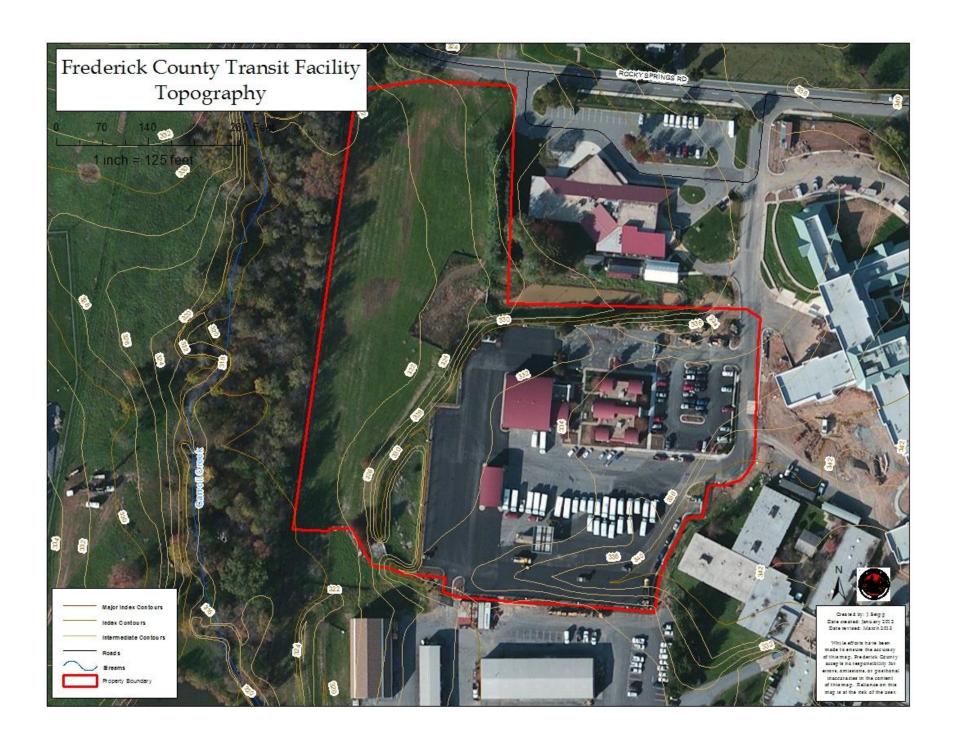






ATTACHMENT B - Site Map







ATTACHMENT C – MD's General Discharge Permit for SW Associated with Industrial Activities

Note: It is helpful to keep a printed copy of the permit so that it is accessible to you for easy reference.



1800 Washington Boulevard • Baltimore MD 21230 410-537-3000 • 1-800-633-6101 • http://www.mde.state.md.us

GENERAL DISCHARGE PERMIT FOR STORM WATER ASSOCIATED WITH INDUSTRIAL ACTIVITIES

DISCHARGE PERMIT NO. 02-SW

NPDES PERMIT NO. MDR

Effective Date: <u>December 1, 2002</u> Expiration Date: <u>November 30, 2007</u>

Part I. Applicability.

- A. Geographic Coverage. This permit covers all areas of the State of Maryland.
- B. Eligible Discharges. This permit may cover all storm water discharges associated with industrial activity (except as described in Part I.C.1), as defined in 40 CFR 122.26, that discharge to surface waters of the State. Such discharges may be commingled with wastewater or water discharges not regulated by this permit. This permit also covers storm water discharges not included in 40 CFR 122.26 that the Department determines would, if not regulated by a permit, be likely to contribute to a violation of a water quality standard or be a significant contributor of pollutants to waters of the State, either surface or ground.
- C. Ineligible Discharges. The following discharges are not covered under this general permit.
- 1. Storm water discharges from any construction activity, as defined in 40 CFR 122.26;
- 2. Storm water discharges that are regulated by effluent limitation guidelines. All or part of the storm water from the following industries are covered by effluent limitation guidelines: cement manufacturing (40 CFR 411), feedlots (40 CFR 412), fertilizer manufacturing (40 CFR 418), petroleum refining (40 CFR 419), phosphate manufacturing (40 CFR 422), steam electric generating (40 CFR 423), coal mining (40 CFR 434), mineral mining and processing (40 CFR 436), ore mining and dressing (40 CFR 440, and asphalt emulsion (40 CFR 443);
- 3. Storm water discharges associated with industrial activity from inactive mining or inactive oil and gas operations occurring on federal lands; and
- 4. Storm water discharges whose NPDES permit has been terminated (other than at the request of the permittee) or denied, or those for which the Department requires an individual permit or an alternative general permit.
- D. No Permit Needed. Storm water associated with facilities where the operator has certified, in accordance with criteria established by the Department on form MDE/WMA/PER.067, that there is no potential for exposure of pollutants to storm water being discharged to State waters need not be permitted.

E. Individual Permit or Another General Permit Required.

- 1. The Department may require any person authorized by this permit to apply for and obtain an individual State or State/NPDES discharge permit or to obtain coverage under another general permit. If an owner or operator fails to submit, in a timely manner, an application for an individual State or State/NPDES discharge permit or a Notice of Intent (NOI) for another general permit as required by the Department under this condition, the applicability of this permit to the owner or operator is automatically terminated at the end of the day specified by the Department for the application or NOI submittal.
- 2. Any person authorized by this permit may request to be excluded from coverage under this permit by applying for an individual State or State/NPDES discharge permit or requesting coverage under another general permit. The Department may grant this request by issuing an individual State or a State/NPDES discharge permit or by granting coverage under another general permit, if the reasons cited by the owner or operator are adequate to support the request.
- 3. When an individual State or State/NPDES discharge permit is issued to a person for discharges otherwise subject to this permit, the applicability of this permit to the permittee is automatically terminated on the effective date of the individual State or State/NPDES discharge permit.
- 4. If there is evidence indicating potential or realized impacts on water quality due to any activity covered by this permit, the owner or operator of such discharge may be required to obtain an individual State or a State/NPDES discharge permit or coverage under another general permit.
- 5. If a person otherwise covered under this permit is denied coverage under an individual State or a State/NPDES discharge permit, the denial automatically terminates, on the date of the denial, the person's coverage under this general permit, unless otherwise specified by the Department.
- 6. The Department may terminate coverage under this general permit for an existing permittee if the Department finds that:
- a. The NOI contained false or inaccurate information:
- b. Conditions or requirements of the discharge permit have been or are about to be violated;
- c. Substantial deviation from plans, specifications, or requirements has occurred;
- d. The Department has been refused entry to the premises for the purpose of inspecting to insure compliance with the conditions of the discharge permit;
- e. A change in conditions exists that requires temporary or permanent reduction or elimination of the permitted discharge;
- f. Any State or federal water quality stream standard or effluent standard has been or is likely to be violated; or

- g. Any other good cause exists for terminating coverage under this permit.
- F. Authorization. To be authorized to discharge under this general permit, a person is required to submit an NOI in accordance with the requirements of Part III of this permit, be notified of its acceptance by the Department, pay the required fee, and comply with the terms and conditions of this permit. Coverage under this permit is effective on the date that the NOI is acknowledged by the Department, provided the NOI fee has been paid to the Department in accordance with the terms stipulated in Part III below.

If the NOI fee is paid by a check which does not clear for any reason, the person will be given 30 calendar days to make proper payment including any interest and other charges that are due. If payment is not made within this time, coverage under this permit shall be considered void from the outset. The permittee should save the cancelled check, a copy of the completed NOI, and the registration letter from the Department. These documents shall be provided to the Department upon request.

- G. Transfer of Authorization.
- 1. The authorization under this permit is not transferable to any person except in accordance with this section.
- 2. Authorization to discharge under this permit may be transferred to another person if:
- a. The current permittee notifies the Department (Industrial Discharge Permits Division with copy sent to Inspection and Compliance Program) in writing of the proposed transfer;
- b. A written agreement, indicating the specific date of the proposed transfer of permit coverage and acknowledging the responsibilities of the current and new permittee for compliance with the terms and conditions of this permit, is submitted to the Department;
- c. The new permittee either confirms in writing that the type of discharge, number of outfalls, and other information given on the original NOI remain correct or updates this information;
- d. The new permittee confirms in writing that either they will follow the existing storm water pollution prevention plan or that they have developed a new plan; and
- e. Neither the current permittee nor the new permittee receives notification from the Department, within 30 days of receipt of items I.G.2.a through d above, of intent to terminate coverage under this permit.
- 3. The Department may continue coverage for the new permittee under this permit or may require the new permittee to apply for and obtain an individual State or State/NPDES discharge permit or obtain coverage under another general permit.
- 4. A new owner of a facility is responsible for any fees unpaid by the former owner.

H. Continuation of an Expired General Permit. Authorization to discharge under the terms of an expired general permit continues in full force and effect until a new general permit is issued, and for the next 60 days after issuance provided the permittee submits a new NOI and fee within that period, or until the general permit is revoked or withdrawn.

Part II. Definitions.

- A. "Best management practices (BMP)" means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of this State. BMP also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.
- B. "CFR" means Code of Federal Regulations.
- C. "COMAR," means Code of Maryland Regulations.
- D. "Department" means the Maryland Department of the Environment. Unless stated otherwise, all submissions to the Department shall be directed to the attention of the Wastewater Permits Program.
- E. "Federal Clean Water Act" means the federal Water Pollution Control Act Amendments of 1972, its amendments and all rules and regulations adopted thereunder.
- F. "General permit" means a discharge permit issued for a class of dischargers.
- G. "Ground water" means underground water in a zone of saturation.
- H. "Includes" or "including" means includes or including by way of illustration and not by way of limitation.
- I. "NPDES permit" means a National Pollutant Discharge Elimination System permit issued under the federal Clean Water Act.
- J. "NOI" means Notice of Intent to be covered by this permit (see Part III of this permit).
- K. "Operator" means that person or those persons with responsibility for the management and performance of each facility.
- L. "Permittee" means the person holding a permit issued by the Department.
- M. "Person" means an individual, receiver, trustee, guardian, personal representative, fiduciary, or representative of any kind, and any partnership, firm, association, corporation, or other entity. Person includes the federal government, this State, any county, Municipal Corporation, or other political subdivision of this State or any of their units.
- N. "Section 313 water priority chemical" means a chemical or chemical categories which: 1) are listed at 40 CFR 372.65 pursuant to Section 313 of Title III of the Superfund Amendments

and Reauthorization Act (SARA) of 1986, also titled the Emergency Planning and Community Right-to-Know Act of 1986; 2) are present at or above threshold levels at a facility subject to SARA Title III, Section 313 reporting requirements; and 3) that meet at least one of the following criteria: (i) are listed in Appendix D of 40 CFR 122 on either Table II (organic priority pollutants), Table III (certain metals, cyanides, and phenols) or Table V (certain toxic pollutants and hazardous substances); (ii) are listed as a hazardous substance pursuant to Section 311(b)(2)(A) of the Clean Water Act at 40 CFR 116.4; or (iii) are pollutants for which EPA has published acute or chronic water quality criteria.

- O. "Significant materials" includes, but is not limited to: raw materials; fuels; materials such as solvents, detergents, and plastic pellets; finished materials, such as metallic products; raw materials used in food processing or production; hazardous substances designated under Section 101(14) of CERCLA; any chemical the facility is required to report pursuant to Section 313 of Title III of SARA; fertilizers; pesticides; and waste products, such as ashes, slag and sludge that have the potential to be released with storm water discharges.
- P. "Significant spills" includes, but is not limited to, releases of oil or hazardous substances in excess of reportable quantities under Section 311 of the Clean Water Act (40 CFR 110.10 and 40 CFR 117.21) or Section 102 of CERCLA (40 CFR 302.4).
- Q. "State discharge permit" means a discharge permit issued pursuant to the Environment Article, Title 9, Subtitle 3, <u>Annotated Code of Maryland</u>.
- R. "Storm water associated with industrial activity" means storm water as defined in 40 CFR 122.26(b)(14).
- S. "Surface waters," means all waters of this State that are not ground waters.
- T. "Wastewater" means any:
- 1. Liquid waste substance derived from industrial, commercial, municipal, residential, agricultural, recreational, or other operations or establishments; and
- 2. Other liquid waste substance containing liquid, gaseous or solid matter and having characteristics that will pollute any waters of this State.
- U. "Waters of this State" includes:
- 1. Both surface and underground waters within the boundaries of this State subject to its jurisdiction, including that part of the Atlantic Ocean within the boundaries of this State, the Chesapeake Bay and its tributaries, and all ponds, lakes, rivers, streams, tidal and nontidal wetlands, public ditches, tax ditches, and public drainage systems within this State, other than those designed and used to collect, convey, or dispose of sanitary sewage; and
- 2. The flood plain of free-flowing waters determined by the Department of the Environment on the basis of the 100-year flood frequency.

PART III. Notice of Intent Requirements.

- A. Deadlines for Notification. At least 30 days prior to the commencement of any new storm water discharge covered under this general permit, a person shall request coverage by submitting an NOI in accordance with the requirements of this Part. Any person who is covered under 97-SW shall submit a new NOI and fee within 60 days of issuance of this permit to continue coverage. The Department may bring an enforcement action for failure to submit an NOI in a timely manner, or for any unauthorized discharges that occurred prior to obtaining coverage under this permit.
- B. Notice of Intent. A person shall obtain the appropriate NOI form from the Department, and shall provide the following information:
- 1. County, name and address (location) of the facility;
- 2. Name and telephone number of the facility contact;
- 3. Written description of industrial activity taking place;
- 4. One four-digit SIC code that best represents the principal products or activities provided by the facility;
- 5. The latitude and longitude of the approximate center of the facility to the nearest 15 seconds or three decimal places;
- 6. The name of the receiving water(s), or if the discharge is to a municipal separate storm sewer, the name of the municipal operator of the storm sewer and the ultimate receiving water(s):
- 7. Permit number of any other NPDES permit issued for the facility;
- 8. Area of industrial activity at facility in acres;
- 9. Status of owner/operator (private, Federal, etc.);
- 10. Federal tax ID number;
- 11. Name and mailing address of applicant (company that owns and/or operates the permitted facility):
- 12. Name and telephone number of operator contact;
- 13. A summary of all existing quantitative data, if any, describing the concentration of pollutants in storm water discharges;
- 14. Workers compensation insurer and policy or binder number; or a Certificate of Compliance from the Workers' Compensation Commission;
- 15. Signature of applicant.

If a person operates multiple facilities, an NOI is required for each noncontiguous site.

C. Discharge Permit Fee

Persons who intend to obtain coverage under this general permit shall submit to the Department a fee of \$550 with the NOI. Local and state governments are not required to pay a fee.

As an alternative to a single fee, a person may submit five annual \$120 payments beginning with the submission of the NOI application and every July 1 thereafter.

The discharge fee for new facilities that have commenced operating after permit issuance shall be prorated on a monthly basis.

- D. Required Signatures.
- 1. Certification. Any person signing an NOI shall make the following certification as part of the NOI.

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

- 2. Signatories. The NOI shall be signed as follows:
- a. For a corporation: by a responsible corporate officer. For the purpose of this section, a responsible corporate officer means:
- (i) A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
- (ii) The manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
- b. For a partnership or sole proprietorship: by a general partner or the proprietor, respectively; or
- c. For a municipal, State, federal, or other public agency: by either a principal executive officer or ranking elected official. For purposes of this section, a principal executive officer of a federal agency includes:
- (i) The chief executive officer of the agency; or
- (ii) A senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrators of EPA).

- 3. Report Submission.
- a. All reports required by permits, and other information requested by the Department shall be signed by a person described in Part III, Section E.2 or by a duly authorized representative of that person. A person is a duly authorized representative only if:
- (i) The authorization is made in writing by a person described in Part III, Section E.2;
- (ii) The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility or an individual or position having overall responsibility for environmental matters for the company; and
- (iii) The written authorization is submitted to the Department.
- b. If an authorization under this subsection is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, a new authorization satisfying the requirements of Part III, Section E.3(a) must be submitted to the Department prior to or together with any reports, information or applications to be signed by the new authorized representative.
- E. Where to Submit. A person shall submit a signed copy of the NOI and the required fee, made payable to the Maryland Department of the Environment, to the following address:

Maryland Department of the Environment P.O. Box 2057
Baltimore MD 21203-2057

F. Failure to Notify. Persons who discharge storm water associated with industrial activity, who fail to notify the Department of their intent to be covered under this permit, and who discharge to waters of this State without an individual State or State/NPDES discharge permit, are in violation of the federal Clean Water Act and the Environment Article, <u>Annotated Code of Maryland</u>, and may be subject to penalties.

G. Additional Notification.

Facilities which discharge storm water associated with industrial activity to the municipal separate storm sewer system of Anne Arundel County, Baltimore (City), Baltimore County, Carroll County, Charles County, Frederick County, Harford County, Howard County, Montgomery County, Prince George's County, or the State Highways Administration shall, in addition to filing copies of the NOI in accordance with condition III.B., submit, concurrently, signed copies of the NOI to the operator of the municipal separate storm sewer to which they discharge (see NOI form for addresses). Facilities discharging to the separate storm sewer system of certain smaller municipalities and other administrative units will also be required to notify the operator. The Department will provide further information, if applicable, after receipt of the NOI.

- H. Permit Expiration and Renewal. Within 60 days after the reissuance of this general permit with new effective and expiration dates, the permittee is required to submit to the Department either:
- 1. A notice that the discharge or industrial activity (including the exposure of residual pollutants from concluded industrial activity) has ceased; or
- 2. A new NOI and any fee in accordance with the requirements of the reissued general permit in order to be covered under the reissued general permit.
- I. Additional Reporting Requirements. In the event that the Department identifies certain pollutants causing impairment of the receiving waters, the permittee may be required to amend the NOI by submission of storm water sampling data for the subject pollutants. The Department will provide further information, if applicable, after receipt of the NOI.

Part IV. Special Conditions.

A. Releases In Excess Of Reportable Quantities

- 1. The discharge of hazardous substances or oil in the storm water discharge(s) from a facility shall be prevented or minimized in accordance with the applicable storm water pollution prevention plan for the facility. This permit does not relieve the permittee of the reporting requirements of 40 CFR part 117 and 40 CFR part 302. Except as provided in Part IV, Section A.2 (multiple anticipated discharges) of this permit, where a release containing a hazardous substance in an amount equal to or in excess of a reporting quantity established under either 40 CFR 117 or 40 CFR 302, occurs during a 24-hour period:
- a. The discharger is required to notify the Department of any oil spill or discharge of oil by calling its Emergency Response Division at (410) 974-3551 and notify the National Response Center (NRC) at (800) 424-8802 or, in the Washington, DC metropolitan area, at (202) 426-2675 in accordance with the requirements of COMAR 26.10.01.03, 40 CFR 117 and 40 CFR 302 respectively as soon as he or she has knowledge of the discharge:
- b. The permittee shall submit to the Department within 10 working days of knowledge of the release a written description of: the release (including the type and estimate of the amount of material released), the date that such release occurred, the circumstances leading to the release, and steps to be taken in accordance with Part IV, Section A.1.c (below) of this permit, and any other information as required by COMAR 26.10.01.03; and
- c. The storm water pollution prevention plan required under Part IV, Section B (storm water pollution prevention plans) of this permit must be modified within 14 calendar days of knowledge of the release to: provide a description of the release, the circumstances leading to the release, and the date of the release. In addition, the plan must be reviewed to identify measures to prevent the reoccurrence of such releases and to respond to such releases, and the plan must be modified where appropriate.

- 2. Facilities which have more than one anticipated discharge per year containing the same hazardous substance in an amount equal to or in excess of a reportable quantity established under either 40 CFR 117 or 40 CFR 302, which occurs during a 24-hour period, where the discharge is caused by events occurring within the scope of the relevant operating system shall comply with Part IV, sections A.1.a, b, and c above, but must submit notifications only for the first such release that occurs during a calendar year (or for the first year of this permit, after submittal of an NOI).
- 3. This permit does not authorize the discharge of hazardous substances or oil resulting from an on-site spill.
- B. Storm Water Pollution Prevention Plans General

The permittee shall have and implement a storm water pollution prevention plan for each facility covered by this permit. The storm water pollution prevention plan shall be prepared in accordance with sound engineering practices. The plan shall identify potential sources of pollution which may reasonably be expected to affect the quality of storm water discharges associated with industrial activity from the facility.

In addition, the plan shall describe and ensure the implementation of practices which are to be used to reduce the pollutants in storm water discharges associated with industrial activity at the facility and to assure compliance with the terms and conditions of this permit.

- 1. In developing this plan, the permittee may use as a reference "Storm Water Management for Industrial Activities: Developing Pollution Prevention Plans and Best Management Practices" (EPA Document #EPA832-R-92-006) or the "Summary Guidance" (EPA Document #EPA833-R-92-002). These documents can be obtained from the EPA Clearinghouse (phone: 1-800-490-9198) or the National Technical Information Service, 5285 Port Royal Road, Springfield, Virginia 22161 (phone: 703-605-6000).
- 2. The plan shall be signed in accordance with Part III, Section D.2 of this permit, and be retained on site in accordance with Part VI, Section A.2 of this permit. In the case of new facilities, the plan shall be completed and implemented prior to submitting an NOI to be covered under this permit. The permittee shall make plans available upon request to the Department, and in the case of a storm water discharge associated with industrial activity which discharges to a municipal separate storm sewer system with an NPDES permit, to the municipal operator of the system (those systems are listed in Part III. Section G, addresses are on NOI).
- 3. If the plan is reviewed by the Department, the Department will notify the permittee, at any time, that the plan does not meet one or more of the minimum requirements of this Part. After such notification from the Department, the permittee shall make changes to the plan to meet the objections of the Department and shall submit to the Department a written certification that the requested changes have been made and implemented. Unless otherwise provided by the Department, the permittee shall have 90 days after such notification to make the necessary changes.

- 4. The permittee shall amend the plan whenever there is a change in design, construction, operation, or maintenance which creates a potential for the discharge of pollutants to the waters of the State or if the storm water pollution prevention plan proves to be ineffective in achieving the general objectives of controlling pollutants in storm water discharges associated with industrial activity. Amendments to the plan may be reviewed by the Department as described above.
- C. Storm Water Pollution Prevention Plan Contents

The plan shall include, at a minimum, the following items:

- 1. Each plan shall provide a description of potential sources which may be reasonably expected to add pollutants to storm water discharges. Each plan shall identify all activities and materials which may potentially be significant pollutant sources. Each plan shall include:
- a. A site map indicating an outline of the drainage area of each storm water outfall; each existing structural control measure to reduce pollutants in storm water runoff; and surface water bodies, including drainage ditches and wetlands.
- b. A topographic map (or other map, if a topographic map is unavailable), extending onequarter of a mile beyond the property boundaries of the facility. The requirements of this condition may be included in the site map required under Part IV, Section C.1.a. above, if appropriate.
- c. A narrative description of significant materials that have been treated, stored, or disposed in a manner which allowed exposure to storm water at any time from three years prior to obtaining coverage under this permit until the time the present method of on-site storage or disposal was initiated; materials management practices employed to minimize contact of these materials with storm water runoff; materials loading and access areas; the location and a description of existing structural and non-structural control measures to reduce pollutants in storm water runoff; and a description of any treatment the storm water receives.
- d. For each area of the facility that generates storm water discharges associated with industrial activity with a reasonable potential for containing pollutants, a prediction of the direction of flow, and an estimate of the types of pollutants which are likely to be present in storm water discharges associated with industrial activity; and
- e. A summary of all existing sampling data describing pollutants in storm water discharges.
- 2. Each facility covered by this permit shall develop a description of storm water management controls appropriate for the facility, and implement such controls. The appropriateness and priorities of controls in a plan shall reflect identified potential sources of pollutants at the facility. The description of storm water management controls shall address the following minimum components, including a schedule for implementing such controls:

- a. A preventive maintenance program that involves timely inspection and maintenance of storm water management devices (cleaning oil/water separators, catch basins) as well as inspecting and testing plant equipment and systems to uncover conditions that could cause breakdowns or failures resulting in discharges of pollutants to surface waters.
- b. Good housekeeping that requires the maintenance of a clean, orderly facility.
- c. Spill prevention and response procedures shall be identified in the plan and made known to the appropriate personnel. The necessary equipment to implement a cleanup shall be available to the appropriate personnel.
- d. The plan shall prevent sediment and erosion by identifying areas that, due to topography, activities, or other factors, have a high potential for significant soil erosion, and identifying measures to limit erosion.
- e. The plan shall contain a narrative consideration of the appropriateness of traditional storm water management practices (practices other than those which control the generation or source(s) of pollutants) used to divert, infiltrate, reuse, or otherwise manage storm water runoff in a manner that reduces pollutants in storm water discharges from the site. The plan shall provide that measures determined to be reasonable and appropriate shall be implemented and maintained. The potential of various sources at the facility to contribute pollutants to storm water discharges associated with industrial activity (see Part IV, Section C.1. description of potential pollutant sources) shall be considered when determining reasonable and appropriate measures. Appropriate measures may include: vegetative swales and practices, reuse of collected storm water (such as for a process or as an irrigation source), inlet controls (such as oil/water separators), snow management activities, infiltration devices, and wet detention/retention devices.
- f. Qualified plant personnel shall be identified to visually inspect designated equipment and plant areas. A site inspection shall be conducted annually by such personnel to verify that the description of potential pollutant sources required under Part IV, Section C.1. is accurate, the drainage map has been updated to reflect current conditions, and the controls to reduce pollutants identified in the storm water pollution prevention plan are being implemented and are adequate. In particular, material-handling areas shall be inspected for evidence of, or the potential for, pollutants entering the drainage system. A tracking or follow-up procedure shall be used to ensure that each inspection results in an appropriate response.
- g. Spills or other discharge incidents, and information describing the quality and quantity of storm water discharges shall be in the facility records. Maintenance activities shall be documented and recorded with inspection and discharge records. All records shall be maintained at the facility, for a minimum of three years. This period shall be automatically extended during the course of litigation, or when requested by the Department.
- 3. Storm water management programs may include requirements for Spill Prevention Control and Countermeasure (SPCC) plans under Section 311 of the Clean Water Act or Best Management Practices (BMPs) programs otherwise required by any NPDES permit and may incorporate any part of such plans into the storm water pollution prevention plan by reference.

- 4. Special Requirements for Storm Water Discharges Associated with Industrial Activity to Municipal Separate Storm Sewer Systems: Facilities covered by this permit shall comply with applicable requirements in municipal storm water management programs developed under State/NPDES permits issued for the discharge of the municipal separate storm sewer system that receives the facility's discharge, provided the municipal operator has notified the discharger of such conditions. These facilities shall make storm water pollution prevention plans available to the municipal operator of the system upon request.
- 5. Storage piles of salt used for deicing or other commercial or industrial purposes shall be enclosed or covered to prevent exposure to precipitation.
- 6. The description of the storm water Pollution Prevention Committee shall identify specific individuals within the plant organization who are responsible for developing the storm water pollution prevention plan and assisting the plant manager in its implementation, maintenance, and revision. The activities and responsibilities of the committee should address all aspects of the facility's storm water pollution prevention plan.
- 7. Employee training programs shall inform personnel at all levels of responsibility of the components and goals of the storm water pollution prevention plan. Training should address topics, such as spill response, good housekeeping and material management practices. A pollution prevention plan shall identify periodic dates for such training.
- D. Storm Water Pollution Prevention Plan Additional Requirements For Facilities Subject To SARA Title III, Section 313 Requirements

Storm water pollution prevention plans for facilities subject to reporting requirements under SARA Title III, Section 313 (42 U.S.C.11023) are required to include, in addition to the information listed in Part IV, Section C., a discussion of the facility's conformance with the following (appropriate) guidelines:

- 1. In areas where Section 313 water priority chemicals are stored, processed or otherwise handled, appropriate containment, drainage control and/or diversionary structures shall be provided. At a minimum, one of the following preventive systems or its equivalent shall be used:
- a. Curbing, culverts, gutters, sewers or other forms of drainage control to prevent or minimize the potential for storm water runoff to come into contact with significant sources of pollutants; or
- b. Roofs, covers, liners, or other forms of appropriate protection to prevent storage piles from leaching or exposure to storm water and wind.
- 2. The storm water pollution prevention plan shall include a complete discussion of measures taken to conform to the following applicable guidelines, other effective storm water pollution prevention procedures, and applicable State rules, regulations and guidelines.

- a. No tank or container shall be used for the storage of a Section 313 water priority chemical unless its material and construction are compatible with the material stored and conditions of storage, such as pressure and temperature, etc. Liquid storage areas for Section 313 water priority chemicals shall be operated to prevent discharges of Section 313 chemicals by means such as secondary containment for at least the entire contents of the largest single tank plus sufficient freeboard to allow for precipitation, a strong spill contingency and integrity testing plan, and/or other equivalent measures.
- b. Truck and rail car loading and unloading areas for liquid Section 313 water priority chemicals shall be operated to prevent discharges of Section 313 water priority chemicals by means such as the placement and maintenance of drip pans (including the proper disposal of materials collected in the drip pans) where spillage may occur (such as hose connections, hose reels and filler nozzles) for use when making and breaking hose connections; a strong spill contingency and integrity testing plan; and/or other equivalent measures.
- c. In plant areas where Section 313 water priority chemicals are transferred, processed or otherwise handled, piping, processing equipment and materials handling equipment shall be designed and operated so as to prevent discharges of Section 313 chemicals, and be composed of materials that are compatible with the substances handled. Additional protection, such as covers or guards to prevent wind blowing, spraying or releases from pressure relief vents from causing a discharge of Section 313 water priority chemicals to the drainage system shall be provided, as appropriate, to control the releases.
- d. Discharges from secondary containment areas.
- (1) Drainage from secondary containment shall be restrained by valves or other positive means to prevent a spill or other excessive leakage of Section 313 water priority chemicals into the drainage system. After a visual inspection of the storm water and determination that no product is present, pumps or ejectors may empty containment areas; however, these shall be manually activated.
- (2) Flapper-type drain valves shall not be used to drain containment areas. Valves used for the drainage of containment areas shall be of manual, open-and-close design.
- (3) Records of the frequency and estimated volume (in gallons) of discharges from containment areas shall be kept at the facility for a minimum of three years.
- (4) In lieu of facility drainage engineered as described above, the final discharge of all infacility storm sewers shall be equipped with a diversion system that could, in the event of an uncontrolled spill of Section 313 water priority chemicals, return the spilled material to the facility.
- (5) Areas of the facility [those not addressed in paragraphs (a), (b), (c) or (d)], from which runoff which may contain Section 313 water priority chemicals or spills of Section 313 water priority chemicals and which could cause a discharge shall incorporate the necessary drainage or other control features to prevent discharge of spilled or improperly disposed material and ensure the mitigation of pollutants in runoff or leachate.

- 3. Facilities shall have the necessary security systems to prevent accidental or intentional entry that could cause a discharge or disrupt treatment. Security systems shall be described in the plan and address fencing, lighting, vehicular traffic control, and securing of equipment and buildings.
- 4. The storm water pollution prevention plan shall assess the potential of various sources at the plant to contribute pollutants to storm water discharges associated with industrial activity. The plan shall include an inventory of the types of materials handled. Facilities shall include in the plan a description of releases to land or water of SARA Title III water priority chemicals that have occurred at any time after July 1, 1989. Each of the following shall be evaluated for the reasonable potential for contributing pollutants to runoff: loading and unloading operations; outdoor storage activities; outdoor manufacturing or processing activities; significant dust or particulate generating processes; and on-site waste disposal practices. Factors to consider include the toxicity of chemicals; quantity of chemicals used, produced, or discharged: the likelihood of contact with storm water; and history of significant leaks or spills of toxic or hazardous pollutants.
- V. Violation of Permit Conditions.
- A. Compliance With This General Permit and Water Pollution Abatement Statutes. The permittee shall comply at all times with the terms and conditions of this permit, the provisions of the Title 7, Subtitle 2, Title 9, Subtitles 2 and 3 of the Environment Article, <u>Annotated Code of Maryland</u>, and the Federal Act.
- B. Civil and Criminal Liability. In issuing or reissuing this permit, the Department does not waive or surrender any right to proceed in an administrative, civil, or criminal action for any violations of State law or regulations occurring before the issuance or reissuance of this permit. Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any civil or criminal responsibilities, liabilities, or penalties for noncompliance with Title 9 of the Environment Article, <u>Annotated Code of Maryland</u> or any federal, local or other state law or regulation.
- C. Civil Penalties for Violations of Permit Conditions. In addition to civil penalties for violations of State water pollution control laws set forth in Section 9-342 of the Environment Article, <u>Annotated Code of Maryland</u>, the Federal Act provides that any person who violates Section 301, 302, 306, 307, 308, 318, or 405 of the Act, or any permit condition or limitation implementing any of such sections in a permit issued under Section 402 of the Act or in a permit issued under Section 404 of the Act, is subject to a civil penalty not to exceed \$27,500 per day for each violation.
- D. Criminal Penalties for Violations of Permit Conditions. In addition to criminal penalties for violations of State water pollution control laws set forth in Section 9-343 of the Environment Article, Annotated Code of Maryland, the Federal Act provides that:

- 1. Any person who negligently violates Section 301, 302, 306, 307, 308, 318, or 405 of the Act, or any permit condition or limitation implementing any of such sections in a permit issued under Section 402 of the Act, or in a permit issued under Section 404 of the Act, is subject to a fine of not less than \$2,500 nor more than \$25,000 per day of violation, or by imprisonment for not more than one (1) year, or by both.
- 2. Any person who knowingly violates Section 301, 302, 306, 307, 308, 318, or 405 of the Act, or any permit condition or limitation implementing any of such sections in a permit issued under Section 402 of the Act, or in a permit issued under Section 404 of the Act, is subject to a fine of not less than \$5,000 nor more than \$50,000 per day of violation, or by imprisonment for not more than three (3) years, or by both.
- 3. Any person who knowingly violates Section 301, 302, 306, 307, 308, 318, or 405 of the Act, or any permit condition or limitation implementing any of such sections in a permit issued under Section 402 of the Act, or in a permit issued under Section 404 of the Act, and who knows at that time that he thereby places another person in imminent danger of death or serious bodily injury, is subject to a fine of not more than \$250,000 or imprisonment of not more than fifteen (15) years, or both. A person that is a corporation, shall, upon conviction, be subject to a penalty of not more than \$1,000,000.
- E. Penalties for Falsification and Tampering. The Environment Article, §9-343, <u>Annotated Code of Maryland</u> provides that any person who knowingly makes any false material statement, representation, or certification in any application, record, report, plan, or other document filed or required to be maintained under this permit, including monitoring reports or reports of compliance or noncompliance, or who knowingly falsifies, tampers with or renders inaccurate any monitoring device or method required to be maintained under this permit shall, upon conviction, be punished by a fine of not more than \$10,000 per violation, or by imprisonment for not more than 6 months per violation, or by both. The federal Clean Water Act provides that any person who knowingly falsifies, tampers with, or renders inaccurate any monitoring device or method required to be maintained under the Act, or who knowingly makes any false statement, representation, or certification in any records or other documents submitted or required to be maintained under this permit, including monitoring reports or reports of compliance or noncompliance shall, upon conviction, be punished by a fine of not more than \$10,000, or by imprisonment for not more than two years, or by both.

Part VI. General Conditions.

- A. Right of Entry. The permittee shall permit the Secretary of the Department, the Regional Administrator for the EPA, or their authorized representatives, upon the presentation of credentials:
- 1. To enter upon the permittee's premises where an effluent source is located or where any records are required to be kept under the terms and conditions of this permit;
- 2. To access and copy, at reasonable times, any records required to be kept under the terms and conditions of this permit;

- 3. To inspect, at reasonable times, any monitoring equipment or monitoring method required in this permit;
- 4. To inspect, at reasonable times, any collection, treatment, pollution management, or discharge facilities required under this permit;
- 5. To sample, at reasonable times, any discharge of pollutants;
- 6. To install ground water monitoring wells; and
- 7. To take photographs.
- B. Property Rights/Compliance with Other Requirements. The issuance of this permit does not convey any property rights in either real or personal property, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor does it authorize any infringement of federal, State or local laws or regulations.
- C. Duty to Provide Information. The permittee shall furnish to the Department, within the time frame stipulated by the Department, any information that the Department may request to determine compliance with this permit. The permittee shall also furnish to the Department, upon request, copies of records required to be kept by this permit.
- D. Other Information. If the permittee becomes aware that incorrect information has been included in the NOI or any other report submitted to the Department, or relevant facts have been omitted from the NOI or any other report to the Department, the permittee shall submit the correct information or facts to the Department with 30 calendar days of becoming aware.
- E. Availability of Reports. Except for data determined to be confidential under the Maryland Public Information Act, and Section 308 of the federal Clean Water Act, all submitted data shall be available for public inspection at the Department.
- F. Toxic Pollutants. The permittee shall comply with effluent standards or prohibitions for toxic pollutants established under the federal Clean Water Act, or under Section 9-314 and Sections 9-322 through 9-328 of the Environment Article, <u>Annotated Code of Maryland</u>. Compliance shall be achieved within the time provided in the regulations that establish these standards or prohibitions, even if this permit has not yet been modified to incorporate the requirement.
- G. Oil and Hazardous Substances Prohibited. Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any responsibility, liability, or penalties to which the permittee may be subject under the federal Clean Water Act or under the <u>Annotated Code of Maryland</u>.
- H. Water Construction and Obstruction. This permit does not authorize the construction or placing of physical structures, facilities, or debris or the undertaking of related activities in any waters of the State.

I. Severability. The provisions of this permit are severable. If any provisions of this permit shall be held invalid for any reason, the remaining provisions shall remain in full force and effect. If the application of any provision of this permit to any circumstances is held invalid, its application to other circumstances shall not be affected.

Part VII. Authority to Issue General NPDES Permits.

On September 5, 1974, the Administrator of the EPA approved the proposal submitted by the State of Maryland for the operation of a permit program for discharges into navigable waters under Section 402 of the federal Clean Water Act, 33 U.S.C. Section 1342.

On September 30, 1990, the Administrator of the EPA approved the proposal submitted by the State of Maryland for the operation of a general permit program.

Under the approvals described above, this general discharge permit is both a State of Maryland general discharge permit and an NPDES general discharge permit.

Robert M. Summers, Director Water Management Administration



ATTACHMENT D – Routine Facility Inspection Reports & Record Keeping Section



Copies of all forms and record keeping documents must be submitted to Jessica Seipp with WMS by December 31st of each year. She can be reached at 301.600.1350 or jseipp@frederickcountymd.gov.



FLEET SERVICES INSPECTION FORM							
		SECTIO	<u>on a</u> : gener	AL INFORM	ATION		
Facility Name: Tr	ansIT Services of I	rederick County		NPDES Permit	Number: MDE Per	rmit 02SW1888	
Facility Address:	1040 Rocky Spring	gs Rd, Frederick, M	D 21702				
Date of Inspection	<u>n</u> :			Start/End Time	e of Inspection:		
Inspector's Name	(s) and Contact In	formation:					
Facility Represent	tative(s) in Attend	lance and Contact	Information:				
ruemey represent	turive(3) III Accent	ance and contact	mormation.				
Weather Informa	tion: Weather at	time of inspection	? [CIRCLE ALL THAT	APPLY]			
	Cloudy	Rain	Sleet	Fog	Snow	High Winds	Other:
TransIT Services of Frede	erick County – Fleet Servi	ces Inspection Form					

TransIT Services of Frederick County – Fleet Services Inspection Form MDE Permit 02SW1888
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FLEET SERVICES INSPECTION FORM

SECTION B: INSPECTION OF BMPs AND AREAS OF INDUSTRIAL ACTIVITIES

BUS MAINTENANCE FACILITY		Additional Comments/Notes	
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES	NO	
the ground)?	(If NO, s	kip to #2)	
(a) Was the source of the spill identified?	YES	NO	
(b) Was the source of the spill eliminated?	YES	NO	
(c) Was a spill form completed?	YES	NO	
(d) Was the spill reported?	YES	NO	
(e) Was the spill cleaned up properly?	YES	NO	
(2) Are drip page available for use for leaking buses?	VFS	NO	
	YES YES	NO NO	
	1. 2/43/96/100	20000000	
(3) Are spill kits available for use? (a) If YES, do the spill kits need to be restocked?	YES	NO	
(2) Are drip pans available for use for leaking buses? (3) Are spill kits available for use? (a) If YES, do the spill kits need to be restocked? (4) Are any materials, drums, or containers exposed to precipitation? (a) If YES, are they sealed and labeled properly?	YES YES	NO NO	
(3) Are spill kits available for use? (a) If YES, do the spill kits need to be restocked? (4) Are any materials, drums, or containers exposed to precipitation?	YES YES YES	NO NO NO	
(3) Are spill kits available for use? (a) If YES, do the spill kits need to be restocked? (4) Are any materials, drums, or containers exposed to precipitation? (a) If YES, are they sealed and labeled properly?	YES YES YES YES	NO NO NO	

FUEL ISLAND			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES	NO	
the ground)?	(If NO , s	kip to #2)	
(a) Was the source of the spill identified?	YES	NO	
(b) Was the source of the spill eliminated?	YES	NO	
(c) Was a spill form completed?	YES	NO	

 $\label{thm:continuous} TransIT\ Services\ of\ Frederick\ County-Fleet\ Services\ Inspection\ Form\ MDE\ Permit\ 02SW1888$ $\ Page\ 2\ of\ 6$



FLEET SERVICES INSPECTION FORM

(d) Was the spill reported?	YES	NO	
(e) Was the spill cleaned up properly?	YES	NO	
- If NO is circled for any of the questions (a-e) above, provide an expla	nation of why		
(2) Are spill kits available for use?	YES	NO	

BUS FLEET PARKING LOT			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES	NO	
the ground)?	(If NO, sk	ip to #2)	
(a) Was the source of the spill identified?	YES	NO	
(b) Was the source of the spill eliminated	YES	NO	
(c) Was a spill form completed?	YES	NO	
(d) Was the spill reported?	YES	NO	
(e) Was the spill cleaned up properly?	YES	NO	
(2) Are drip pans available for leaking buses?	YES	NO	
(3) Are spill kits available for use?	YES	NO	
(a) If YES, do the spill kits need to be restocked?	YES	NO	
(4) Has all waste been disposed of properly?	YES	NO	
(5) Has parking lot been swept since last inspection?	YES	NO	
(a) If YES , provide date below:	_		

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FLEET SERVICES INSPECTION FORM

TWO SULLAIR AIR COMPRESSORS			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES	NO	
the ground)?	(If NO, s	kip to #2)	
(a) Was the source of the spill identified?	YES	NO	
(b) Was the source of the spill eliminated	YES	NO	
(c) Was a spill form completed?	YES	NO	
(d) Was the spill reported?	YES	NO	
(e) Was the spill cleaned up properly?	YES	NO	
- If NO is circled for any of the questions (a-e) above, provide an explana	tion of why		
(2) Are spill kits available for use?	YES	NO	
(a) If YES, do the spill kits need to be restocked?	YES	NO	

SECTION C: GENERAL INSPECTION FINDINGS

(1) As part of this comprehensive site inspection, did you inspect all potential pollutant sources, including areas where industrial activity may be exposed to stormwater?	YES	NO	Additional Comments/Notes
(a) If NO , describe why not			
(2) Did this inspection identify any stormwater or non-stormwater outfalls not previously identified in the SWPPP?	YES	NO	Additional Comments/Notes
(a) If YES, for each location, describe the sources of those stormwater and	non-stormw	/ater	

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FLEET SERVICES INSPECTION FORM

discharges and any associated control measures in place		
(3) Did this inspection identify any sources of stormwater or non-stormwater discharges not previously identified in the SWPPP?	YES NO	Additional Comments/Notes
(a) If YES, describe the sources of stormwater or non-stormwater pollutan in these discharges, and any control measures in place	ts expected to be presen	t e
(4) Did you review stormwater monitoring data as part of this inspection to identify potential pollutant hotspots?	YES NO N/A	Additional Comments/Notes
(a) If YES, summarize the findings of that review and describe any addition resulting from this review	al inspection activities	
(5) Describe any evidence of pollutants entering the drainage system or discha		Additional Comments/Notes
and the condition of and around outfalls, including flow dissipation measur	es to prevent scouring	
(6) Have you taken or do you plan to take any corrective action, as specified in the permit, since your last annual report submission (or since you	YES NO	Additional Comments/Notes

TransIT Services of Frederick County – Fleet Services Inspection Form MDE Permit 02SW1888

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FLEET SERVICES INSPECTION FORM

received authorization to discharge under this permit if this is your first annual report), including any correcting actions identified as a result of this annual comprehensive site inspection?		
(a) If YES, please provide a description		

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	TRANSIT INSPECTION FORM							
	SECTION A: GENERAL INFORMATION							
Facility Name: T	ransIT Services of	Frederick County		NPDES Permit	Number: MDE Pe	rmit 02SW1888		
Facility Address:	: 1040 Rocky Sprin	gs Rd, Frederick, N	ID 21702					
Date of Inspection	on:			Start/End Time	e of Inspection:			
Inspector's Nam	e(s) and Contact Ir	nformation:						
Facility Represe	ntative(s) in Attend	dance and Contact	: Information:					
Weather Inform	ation: Weather at	time of inspection	? [CIRCLE ALL THAT	APPLY]				
Clear	Cloudy	Rain	Sleet	Fog	Snow	High Winds	Other:	
TransIT Services of Free	derick County – TransIT In	spection Form						
MDE Permit 02SW1888								



TRANSIT INSPECTION FORM

SECTION B: INSPECTION OF BMPs AND AREAS OF INDUSTRIAL ACTIVITIES

STORMWATER POND #1			Additional Comments/Notes
(1) Does the pond appear to be functioning properly?	YES	NO	
(2) Is there an excessive amount of litter in the pond?	YES	NO	
(3) Does there appear to be a significant amount of sediment accumulated in the pond?	YES	NO	
(4) If the pond has water, is there an excessive amount of algae present?	YES	NO	
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	NO	
(6) If the pond has water, is there an odor?	YES	NO	
(7) If the pond has water, is the water discolored?	YES	NO	
(8) Is there evidence of erosion present on the banks of the pond?	YES	NO	
(9) Is there any other condition that appears to be abnormal?	YES	NO	
(a) If YES is circled for any of the questions (2-9) above, provide a description corrective action necessary and photo (if possible).	on of the con	dition,	
¹ Dry weather flow = presence of flowing water when it has not rained within the	e last 48 hour	·S.	

STORMWATER POND #2			Additional Comments/Notes
(1) Does the pond appear to be functioning properly?	YES	NO	
(2) Is there an excessive amount of litter in the pond?	YES	NO	
(3) Does there appear to be a significant amount of sediment accumulated in the pond?	YES	NO	
(4) If the pond has water, is there an excessive amount of algae present?	YES	NO	
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	NO	
(6) If the pond has water, is there an odor?	YES	NO	
(7) If the pond has water, is the water discolored?	YES	NO	

 $\label{transIT Services of Frederick County-TransIT Inspection Form \\ MDE \ Permit \ 02SW1888$

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TRANSIT INSPECTION FORM

(8) Is there evidence of erosion present on the banks of the pond?	YES	NO	
(9) Is there any other condition that appears to be abnormal?	YES	NO	
(a) If YES is circled for any of the questions (2-9) above, provide a descrip-	tion of the con	dition,	
corrective action necessary and photo (if possible).		~	
Dry weather flow = presence of flowing water when it has not rained within t	he last 48 hour	S.	

STORMWATER POND #3			Additional Comments/Note
(1) Does the pond appear to be functioning properly?	YES	NO	
(2) Is there an excessive amount of litter in the pond?	YES	NO	
(3) Does there appear to be a significant amount of sediment accumulated in the pond?	YES	NO	
(4) If the pond has water, is there an excessive amount of algae present?	YES	NO	
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	NO	
(6) If the pond has water, is there an odor?	YES	NO	
(7) If the pond has water, is the water discolored?	YES	NO	
(8) Is there evidence of erosion present on the banks of the pond?	YES	NO	
(9) Is there any other condition that appears to be abnormal?	YES	NO	
(a) If YES is circled for any of the questions (2-9) above, provide a description corrective action necessary and photo (if possible).	n of the con	dition,	

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TRANSIT INSPECTION FORM

OUTDOOR DUMPSTERS			Additional Comments/Notes
(1) Do dumpsters appear to be leaking (i.e. is there evidence of staining on the ground)?	YES	NO	
(2) Are dumpster lids closed?	YES	NO	
(3) Are dumpster lids in good condition?	YES	NO	
(4) Are dumpsters in good condition?	YES	NO	
(5) Has all waste been disposed of properly?	YES	NO	

BUS WASH BUILDING		Additional Comments/Notes	
(6) Is there evidence that wash water or detergents from the bus wash are leaving the enclosed building?	YES	NO	
 If YES, provide a description of the conditions found, corrective action r possible). 	ecessary, and	d photo (if	

Have any new bulk/raw chemicals been added to the storage shed since the last inspection? (a) Are they properly sealed and labeled? (b) Do they have secondary containment, if required? (b) Do they have secondary containment, if required? (c) YES NO YES NO (d) NO is circled for any of the questions (a or b) above, provide an explanation of why	SMALL STORAGE SHED			Additional Comments/Notes
(a) Are they properly sealed and labeled? (b) Do they have secondary containment, if required? YES NO YES NO	1) Have any new bulk/raw chemicals been added to the storage shed since	YES	NO	
(b) Do they have secondary containment, if required?	the last inspection?	(If NO, skip to next section)		
	(a) Are they properly sealed and labeled?	YES	NO	
- If NO is circled for any of the questions (a or b) above, provide an explanation of why	(b) Do they have secondary containment, if required?	NO		
		10	15.708	

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TRANSIT INSPECTION FORM

TRANSFORMER			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on the ground)?	YES (If NO , sk	NO kip to #2)	
(a) Was the source of the spill identified?	YES	NO	
(b) Was the source of the spill eliminated	YES	NO	
(c) Was a spill form completed?	YES	NO	
(d) Was the spill reported?	YES	NO	
(e) Was the spill cleaned up properly?	YES	NO	
- If NO is circled for any of the questions (a-e) above, provide an explana	tion of why		

SECTION C: GENERAL INSPECTION FINDINGS

(1) As part of this comprehensive site inspection, did you inspect all potential pollutant sources, including areas where industrial activity may be exposed to stormwater?	YES	NO	Additional Comments/Notes
(a) If NO , describe why not			
(2) Did this inspection identify any stormwater or non-stormwater outfalls not previously identified in the SWPPP?	YES	NO	Additional Comments/Notes
(a) If YES, for each location, describe the sources of those stormwater and discharges and any associated control measures in place	non-stormw	ater	

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TRANSIT INSPECTION FORM

(3) Did this inspection identify any sources of stormwater or non-stormwater discharges not previously identified in the SWPPP?	YES	NO	Additional Comments/Notes
(a) If YES, describe the sources of stormwater or non-stormwater pollutan in these discharges, and any control measures in place	ts expected t	o be present	
(4) Did you review stormwater monitoring data as part of this inspection to identify potential pollutant hotspots?	YES	NO N/A	Additional Comments/Notes
(a) If YES, summarize the findings of that review and describe any addition resulting from this review	al inspection	activities	
(5) Describe any evidence of pollutants entering the drainage system or discha and the condition of and around outfalls, including flow dissipation measur			Additional Comments/Notes
(6) Have you taken or do you plan to take any corrective action, as specified in the permit, since your last annual report submission (or since you received authorization to discharge under this permit if this is your first annual report), including any correcting actions identified as a result of	YES	NO	Additional Comments/Notes

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TRANSIT INSPECTION FORM

this annual comprehensive site inspection?	
(a) If YES, please provide a description	

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Stormwater Industrial Routine Facility Inspection Report

	General Information					
Facility Name	TransIT Services of Fred	erick County				
NPDES Tracking No.						
Date of Inspection	April 17, 2012	Start/End Time	9:00-			
Inspector's Name(s)	Joe Ortega					
Inspector's Title(s)	Assistant Director - Oper	rations				
Inspector's Contact Information	Office Phone: 301-600-2 Email: jortega@fredericl		411			
Inspector's Qualifications						
	Weather Inf	ormation				
Weather at time of this inspection? ☑ Clear □Cloudy □ Rain □ Sleet □ Fog □ Snow □ High Winds □ Other: Temperature: 70						
Have any previously unidentified discharges of pollutants occurred since the last inspection? \(\textstyle \textstyle \t						
Are there any discharges occurring at the time of inspection? The Wes Are there any discharges occurring at the time of inspection? The Wes Are there any discharges occurring at the time of inspection? The Wes Are there any discharges occurring at the time of inspection? The Wes Are there are the West Are						

Control Measures

Number the structural stormwater control measures identified in your SWPPP on your site map and list them below (add as many control measures as are implemented on-site). Carry a copy of the numbered site map with you during your inspections. This list will ensure that you are inspecting all required control measures at your facility.

Describe corrective actions initiated, date completed, and note the person that completed the work in the Corrective Action Log.

	Structural Control Measure	Control Measure is Operating Effectively?	If No, In Need of Maintenance, Repair, or Replacement?	Corrective Action Needed and Notes (identify needed maintenance and repairs, or any failed control measures that need replacement)
1	Stormwater Pond #1	□Yes ⁄ ¶No	✓ Maintenance ☐ Repair ☐ Replacement	Trash, containers and tree root balls. Removal of debris is needed. Sent email notifying appropriate departments to schedule clean-up. On April 19, 2012, Parks & Rec personnel cleaned up and remove the items from the pond.
2	Stormwater Pond #2	□Yes ⊠ No	Maintenance ☐ Repair ☐ Replacement	Coolant jug and other container. Removal of these items is needed. Sent email notifying appropriate departments to schedule clean-up. On April 19, 2012, Parks & Rec personnel cleaned -up and remove the items from the pond.
3	Stormwater Pond #3	⊠ Yes □No	☐ Maintenance ☐ Repair ☐ Replacement	
4	Fueling Station	Q Yes □No	☐ Maintenance ☐ Repair ☐ Replacement	



5 Outdoor dumpsters		Structural Control Measure	Control Measure is Operating Effectively?	If No, In Need of Maintenance, Repair, or Replacement?	Corrective Action Needed and Notes (identify needed maintenance and repairs, or any failed control measures that need replacement)
Bus wash Bus wash Ayes No Replacement Repair Replacement Bus fleet parking Ayes No Bus maintenance Repair Replacement Replacement Repair Replacement Repair Replacement Maintenance Repair Replacement Perplacement Maintenance Repair Replacement Perplacement Maintenance Repair Replacement Pyes No Maintenance Repair Replacement Maintenance Repair Replacement Replacement Maintenance Repair Replacement Replacement Maintenance Repair Replacement Replacement Maintenance Repair Replacement Maintenance Repair Replacement Maintenance Repair Replacement	5	Outdoor dumpsters	⊠Yes □No	☐ Maintenance	
Bus wash Yes No Repair Replacement On April 19, 2012, Highway Operations swept the parking lot. Bus maintenance Repair Replacement Bus maintenance Repair Replacement On April 19, 2012, Highway Operations swept the parking lot. Maintenance Repair Replacement On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot. On April 19, 2012, Highway Operations swept the parking lot.				☐ Repair	
Bus fleet parking Yes No Repair Replacement On April 19, 2012, Highway Operations swept the parking lot. Bus maintenance Repair Replacement Bus maintenance Repair Replacement Pyes No Maintenance Repair Replacement Pyes No Maintenance Repair Replacement Replacement On April 19, 2012, Highway Operations swept the parking lot. Highway Operations swept the parking lot. Maintenance Repair Replacement Pyes No Maintenance Repair Replacement On April 19, 2012, Highway Operations swept the parking lot.				☐ Replacement	
Bus fleet parking Yes No Repair Replacement Bus maintenance Repair Replacement Myes No Maintenance Repair Replacement Parking lot. Maintenance Repair Replacement Parking lot. Maintenance Repair Replacement Parking lot.	6	Bus wash	⊠Yes □No	☐ Maintenance	
Bus fleet parking Yes No Repair				☐ Repair	
Repair Replacement Bus maintenance Repair Replacement Pres No Repair Replacement Pres No Repair Replacement Repair Replacement Repair Replacement Replacement Replacement Replacement Replacement Replacement Replacement Replacement Replacement Replacement Replacement Replacement				☐ Replacement	
Bus maintenance Yes No Maintenance Repair	7	Bus fleet parking	⊉ Yes □No	☐ Maintenance	On April 19, 2012, Highway Operations swept
8 Bus maintenance		.a –	,	☐ Repair	the parking lot.
Pepair Replacement Order No Pepair Replacement Pepair Repair Replacement Order Repair Replacement Replacement Replacement Replacement Repair Repair				☐ Replacement	• -
Peplacement Graph Company Com	8	Bus maintenance	⊠Yes □No	☐ Maintenance	
9			`	☐ Repair	
Repair Replacement Order Replacement Replacement Replacement Replacement Replacement Repair				☐ Replacement	
□ Replacement 10 □ Yes □ No □ Maintenance □ Repair □ Repair	9		□Yes □No	☐ Maintenance	
10				☐ Repair	
□ Repair				☐ Replacement	
i !	10		□Yes □No	☐ Maintenance	
i !				☐ Repair	
□ 1CoPidocuticitt				☐ Replacement	·

Areas of Industrial Materials or Activities exposed to stormwater

Below are some general areas that should be assessed during routine inspections. Customize this list as needed for the specific types of industrial materials or activities at your facility.

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
1	Material loading/unloading and storage areas	Yes ONo ON/A	□Yes □No	
2	Equipment operations and maintenance areas	☑Yes □No □ N/A	☐Yes ☐No	
3	Fueling areas	Mayes □No □ N/A	□Yes □No	
4	Outdoor vehicle and equipment washing areas	□Yes □No ⊅N/A	□Yes □No	
5	Waste handling and disposal areas	₩Yes □No □ N/A	□Yes □No	
6	Erodible areas/construction	□Yes □No घN/A	□Yes □No	. ,
7	Non-stormwater/ illicit connections	□Yes □No 🗖 N/A	□Yes □No	
8	Salt storage piles or pile containing salt	□Yes □No 风N/A	□Yes □No	e



	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and	Corrective Action Needed and Notes
9	Dust generation and vehicle tracking	□Yes □No SKN/A	operating)? ☐Yes ☐No	
10	(Other)	☐Yes ☐No ☐ N/A	□Yes □No	
11	(Other)	□Yes □No □ N/A	□Yes □No	
12	(Other)	□Yes □No □ N/A	□Yes □No	
Da-	cribe any incidents of non-c	Non-Com	pliance	
Doc	cribe any additional control	Additional Cont		roquirom onto



Notes

Use this space for any additional notes or observations from the inspection:				
	İ			

CERTIFICATION STATEMENT

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print name and title: Sherry Burford	
Signature: SWM BM FM	Date: 4 20 /2

Quarterly Stormwater Industrial Facility Inspection Report

	General I	nformation				
Facility Name	TransIT Services of Frederick County					
NPDES Tracking No.	MDE Permit 02SW1888					
Date of Inspection	June 26, 2012	Start/End Time	0900 / 1600			
TransIT Inspector's Name(s)	Inspector's Joe Ortega Fleet Services Inspector's Name(s)					
TransIT Inspector's Title(s)	Assistant Director of Operations	Fleet Services Inspector's Title(s)				
TransIT Inspector's Contact Information						
Weather Information						
Weather at time of this inspection? ☑ Clear □ Cloudy □ Rain □ Sleet □ Fog □ Snow □ High Winds □ Other: Temperature:						
Have any previously unidentif If yes, describe: SEE PAGE 4	ied discharges of pollutant I ITEM 6A	s occurred since the last ins	spection? XYes UNo			
Are there any discharges occu If yes, describe:	rring at the time of inspect	ion? □Yes ⊠No				

Control Measures

- The structural stormwater control measures identified in your SWPPP on your site map are listed below. Carry a copy of the numbered site map with you during your inspections. This list will ensure that you are inspecting all required control measures at your facility.
- Describe corrective actions initiated, date completed, and note the person that completed the work in the Corrective Action Log.

To	be completed by TransII	C staff		
	Structural Control Measure	Control Measure is Operating Effectively?	If No, In Need of Maintenance, Repair, or Replacement?	Corrective Action Needed and Notes (identify needed maintenance and repairs, or any failed control measures that need replacement)
1	Stormwater Pond #1	¥Yes □No	☐ Maintenance ☐ Repair ☐ Replacement	
2	Stormwater Pond #2	Yes •No	☐ Maintenance ☐ Repair ☐ Replacement	
3	Stormwater Pond #3	∀Yes □No	☐ Maintenance ☐ Repair ☐ Replacement	

Areas of Industrial Materials or Activities exposed to stormwater Below is a list of areas that should be assessed during the facility's routine inspections.

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
RIIS	MAINTENANCE FACILI	l FV (to be completed by		aff)
	erial loading/unloading and s			Fred Company (1972)
1a	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	□Yes □No □ N/A	□Yes □No	
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes □No □ N/A	□Yes □No	
	Are spill kits available and filled for use?	□Yes □No □ N/A	□Yes □No	
1b	Minimize Exposure:		Ta	
	Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled properly?	□Ýes □No □ N/A	□Yes □No	
	Is secondary containment provided for all 55 gal drums?	□Yes □No □ N/A	□Yes □No	
1e	Good Housekeeping:			
	Are all materials organized and stored in an orderly fashion?	□Yes □No □ N/A	□Yes □No	
	Are all containers properly sealed and labeled?	☐Yes ☐No ☐ N/A	□Yes □No	
	Has all waste been disposed of properly?	□Yes □No □ N/A	□Yes □No	
Fan	ipment operations and mainte	enance areas		
2a	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	□Yes □No □ N/A	□Yes □No	
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes □No □ N/A	□Yes □No	
	Are spill kits available and filled for use?	□Yes □No □ N/A	□Yes □No	
	Are drip pans available for use for leaking buses?	□Yes □No □ N/A	□Yes □No	
2b	Minimize Exposure:			

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
Manage of the second se	Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled properly?	□Yes □No □ N/A	□Yes □No	
	Is secondary containment provided for all 55 gal drums?	□Yes □No □ N/A	□Yes □No	NOTE: (Jessica Scipp) WE SHOULD HAVE THIS ENTRY ADDED IN THE BUS WASH BUILDING SECTION DUE TO WE STORE DEF.
2c	Good Housekeeping:			
	Are all materials organized and stored in an orderly fashion?	□Yes □No □ N/A	□Yes □No	
	Are all containers properly sealed and labeled?	□Yes □No □ N/A	□Yes □No	
	Has all waste been disposed of properly?	□Yes □No □ N/A	□Yes □No	
	ELING AREA (to be comple	ted by Fleet Services sta	off)	
3a	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent	□Yes □No □ N/A	□Yes □No	
	materials)?			
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes □No □ N/A	□Yes □No	
	Are spill kits available and filled for use?	□Yes □No □ N/A	□Yes □No	
BUS	WASH BUILDING (to be o	completed by TransIT s	taff)	
4a	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	□Yes XNo □ N/A	□Yes □No	
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes ÞNo □ N/A	□Yes □No	
	Are spill kits available and filled for use?	Yes ONO ON/A	□Yes □No	Other Information: 55 Gallon DEF Drum located in bus wash building does not have secondary containment. Informed Valerie Stine to order one.
4b	Minimize Exposure:			
	Is there evidence that liquids or detergents from bus wash are leaving the enclosed building?	□Yes XINo □ N/A	□Yes □No	
OUT	DOOR DUMPSTERS (to b	a completed by Tyonal's	r etafo	
VUL	かくへい わいせけ ひまむいう (バリ)	e compicion by 114051	atall)	

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
5a	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)? Do dumpsters appear to be leaking?	□Yes MNo □ N/A	□Yes □No	
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes ⊠No □ N/A	□Yes □No	
	Are spill kits available and filled for use?	XYes \(\text{No} \(\text{N} \) \(\text{N/A} \)	□Yes □No	
5b	Minimize Exposure: Are any materials, drums, containers exposed to	□Yes No □ N/A	□Yes □No	
	precipitation? If so, are they sealed and labeled properly?			
	Are dumpster lids closed?	XYes □No □ N/A	□Yes □No	
	Are dumpsters in good condition?	□Yes XNo □ N/A	□Yes □No	Left side of blue dumpster difficult to open or close. On July 10, 2012, emailed Sandy Ruark to contact maintenance to repair dumpster.
5c	Good Housekeeping:			
	Has all waste been disposed of properly?	XYes □No □ N/A	□Yes □No	
-	FLEET PARKING LOT (t	o be completed by Tran	sIT staff)	
6a	Spills and Leaks: Is there evidence of	Was DNa DNA	□Yes □No	Stains from manious aloon un from minor
	spills/leaks (i.e. staining on ground, absorbent materials)?	Yes □No □ N/A	dies divo	Stains from previous clean-up from minor spills.
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	Yes ONO N/A	□Yes □No	Minor DEF spill occurred June 23, 2012 and reported to Valerie Stine on June 25, 2012. A Spill Notification Form was filled out and forwarded to Valerie. No further action conducted. Minor spill was cleaned up immediately.
	Are spill kits available and filled for use?	X(Yes □No □ N/A	□Yes □No	
	Are drip pans available for use for leaking buses?	□Yes XNo □ N/A	□Yes □No	Small drip pans are available inside the maintenance shop. Larger size drip pan is required to support large amount of fluid spill from large buses. On July 10, 2012, Valerie Stine ordered 2
				55 gallon drum containments and 12 drip pans,
6b	Good Housekeeping:			

Notes

Use this space for any additional notes or observations from the inspection:
On Tuesday, June 12, 2012, approximately 0900, conducted a wet day walk-around inspection of storm water pond #1 and parking lot.
On Thursday, June 28, 2012, approximate 1045, Ms. Valerie Stine joined me at the bus wash building to discuss secondary containment under the storage container storing oil lubricants. The container was inspected and confirmed the container was not damaged. Also, discussed purchasing a secondary containment for the 55 gallon drum of DEF and additional drip pans for our fuel island and to maintain readily available to use during topping off fluids.
"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print name and title:

Signature: ______Date: _____

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
	Has the parking lot been swept since the last inspection? If so, when?	□Yes □No □ N/A	□Yes □No	On Tuesday, June 26, 21012 at 0630, parking lot were swept.
r		Non-Com	pliance	
Des	cribe any incidents of non-con	npliance observed and no	t described above	
a de la companya de l		,		
		Additional Cont	rol Measures	
Desc	ribe any additional control m	easures needed to comply	with the permit r	equirements:

Quarterly Stormwater Industrial Facility Inspection Report

Facility Name	TranslT Services of Frederick County			
NPDES Tracking No.	MDB Permit 02SW1888			
Date of Inspection	June 26, 2012/7/20/12	Start/End Time	0900 / 1600	
TransIT Inspector's Name(s)	Joe Ortega	Fleet Services Inspector's Name(s)	Value & Illen.	
TranslT Inspector's Title(s)	Assistant Director of Operations	Fleet Services Inspector's Title(s)	Puel Systen Coordinate Service Coordinater	
TransIT Inspector's Contact Information	301-600-2065	Fleet Services Inspector's Contact Information	301 400 1572	
	Weather Info			
Wenther at time of this inspect		ow ロHigh Winds 82°	The state of the s	
Have any previously unidentifi If yes, describe: SEE PAGE 4	ed discharges of pollutants oc ITEM 6A	curred since the last ins	pection? Yes Ino	
Are there any discharges occur If yes, describe:	ring at the time of inspection?	'□Yes ⊠No		

Control Mensures

- The structural stormwater control measures identified in your SWPPP on your site map are listed below. Carry
 a copy of the numbered site map with you during your inspections. This list will ensure that you are inspecting
 all required control measures at your facility.
- Describe corrective actions initiated, date completed, and note the person that completed the work in the Corrective Action Log.

	be completed by TransIT Structural Control Measure	Control Mensure is Operating Effectively?	If No, In Need of Maintenance, Repair, or Replacement?	Corrective Action Needed and Notes (identify needed maintenance and repairs, or any failed control measures that need replacement)
1	Stormwater Pond #1	Yes □No	☐ Maintenance ☐ Repair ☐ Replacement	
2	Stormwater Pond #2	Yes ONo	☐ Maintenance ☐ Repair ☐ Replacement	
3	Stormwater Pond #3	Yes □No	☐ Maintenance ☐ Repair ☐ Replacement	

Areas of Industrial Materials or Activities exposed to stormwater Below is a list of areas that should be assessed during the facility's routine inspections.

	***************************************	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
Pric	MAINTENANCE FACILIT	Y (to be completed by	Fleet Services sta	nfO
Mate	rial loading/unloading and st	orage areas		
la	Spills and Leaks:	_		
	Is there evidence of	☐Yes ☑No ☐ N/A	☐Yes ☐No	
į	spills/leaks (i.e. staining on		!	
-	ground, absorbent			
ĺ	materials)?			
Ì	Have any spilis/leaks been	☐Yes ☑No ☐ N/A	□Yes □No	
	recorded for this area since		-	
	the last inspection? If so,			1
	were they addressed and			
	reported properly?		EN EN	
	Are spill kits available and	□Yes ☑No □ N/A	□Yes □No	
	filled for use?			
1b	Minimize Exposure:	□Yes ☑No □ N/A	□Yes □No	
	Are any materials, drums,	LIYES MINO LINIA	LITES LINE	All drums Loadles
	containers exposed to			All Or or or
	precipitation? If so, are			indoores
	they sealed and labeled			0 -200
	properly?	ZYes UNO UN/A	□Yes □No	
	Is secondary containment provided for all 55 gal	103 CITO CITO		
	drums?			
10	Good Housekeeping:	\		
1e	Are all materials organized	ZYes ONO ONA	☐Yes ☐No	
1	and stored in an orderly		Į	
	fashion?			
1	Are all containers properly	ØYeş □No □ N/A	☐Yes ☐No	
'	sealed and labeled?			
	Has all waste been	☑Yes ☐No ☐ N/A	□Yes □No	
ŀ	disposed of properly?			
Equ	ipment operations and maint	lenance areas		
2a	Spills and Leaks:		I my	1 1 1 some characters do
	Is there evidence of	ØYes □No □ N/A	□Yes □No	work from the day
	spills/leaks (i.e. staining on			1 01 61: -
	ground, absorbent			1010 Stars
	materials)?	DV DV DV	□Yes □No	
İ	Have any spills/leaks been	☐Yes ☑No ☐ N/A	U103 U110	· ·
	recorded for this area since		ļ	
	the last inspection? If so,			
	were they addressed and			
	reported properly? Are spill kits available and	Yes ONO ONA	□Yes □No	
	Are spill kits available and filled for use?	Tion and a non		
1	Are drip paus available for	Yes ONo ONA	□Yes □No	
1	use for leaking buses?			
2b	Minimize Exposure:			
1 ZD	i Tathininge rayhoanini			

	Aren/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
	Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled properly?	□Yes ☑No □ N/A	□Yes □No	
	Is secondary containment provided for all 55 gal drums?		□Yes □No	NOTE: (Jessica Scipp) WE SHOULD HAVE THIS ENTRY ADDED IN THE BUS WASH BUILDING SECTION DUE TO WE STORE DEF.
2c	Good Housekeeping: Are all materials organized and stored in an orderly	WYes ONO O N/A	□Yes □No	
	fashion? Are all containers properly	DYes ONO ONA	□Yes □No	
	sealed and labeled? Has all waste been disposed of properly?	OYYes ONO ONA	□Yes □No	
FU	ELING AREA (to be comple	eted by Fleet Services st	aff)	
3а	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent	☐Yes □No □ N/A	☐Yes ☐No	old staning will not
	materials)?			Come up of Concute
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	ØYes □No □ N/A	□Yes □No	Old storing will not Come up off Concerte Tepooled and properly addressed
	Are spill kits available and filled for use?	Yes ONO ONA	□Yes □No	
BUS	WASH BUILDING (to be	completed by TransIT s	taff)	
48	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	□Yes ¤(No □ N/A	□Yes □No	
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes ¤No □ N/A	□Yes □No	
	Are spill kits available and filled for use?	Yes Ono On/A		Other Information: 55 Gallon DEI Drum located in bus wash building does not have secondary containment. Informed Valerie Stine to order one.
1b	Minimize Exposure:			
	Is there evidence that liquids or detergents from bus wash are leaving the enclosed building?	Yes Kino O N/A	□Yes □No	
	DOOR DUMPSTERS (to be	completed by TransIT	ctofO	

Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
Spills and Leaks: ls there evidence of spills/leaks (i.e. staining on ground, absorbent	□Yes MNo □ N/A	☐Yes ☐No	
appear to be leaking? Have any spills/leaks been recorded for this area since the last inspection? If so,	□Yes No □ N/A	□Yes □No	
reported properly? Are spill kits available and filled for use?	XYes ONO ON/A	□Yes □No	
Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled	□Yes MNo □ N/A	□Yes □No	yea of Dunpster
Are dumpster lids closed? Are dumpsters in good condition?	XYes UNO UN/A UYes XNO UN/A	□Yes □No □Yes □No	Left side of blue dumpster difficult to open or close. On July 10, 2012, emailed Sandy Ruark to contact maintenance to repair dumpster.
Good Housekeeping: Has all waste been disposed of properly?	XÝos □No □ N/A	☐Yes ☐No	
	to be completed by Trai	isIT staff)	
Is there evidence of spills/leaks (i.e. staining on ground, absorbent	Yes ONO ON/A	☐Yes ☐No	Stains from previous clean-up from minor spills.
Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	Yes UNO UN/A	□Yes □No	Minor DEF spill occurred June 23, 2012 and reported to Valerie Stine on June 25, 2012. A Spill Notification Form was filled out and forwarded to Valerie. No further action conducted. Minor spill was cleaned up immediately.
Are spill kits available and filled for use?	Yes ONO ON/A	□Yes □No	
Are drip pans available for use for leaking buses?	□Yes MNo □ N/A	□Yes □No	Small drip pans are available inside the maintenance shop. Larger size drip pan is required to support large amount of fluid spill from large buses.
G. IX			On July 10, 2012, Valerie Stine ordered 2 55 gallon drum containments and 12 drip pans,
	Spills and Leaks: Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)? Do dumpsters appear to be leaking? Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly? Are spill kits available and filled for use? Minimize Exposure: Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled properly? Are dumpster lids closed? Are dumpsters in good condition? Good Housekeeping: Has all waste been disposed of properly? SPIEET PARKING LOT (in Spills and Leaks: Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)? Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly? Are spill kits available and filled for use? Are drip pans available for	Spills and Leaks: Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)? Do dumpsters appear to be leaking? Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly? Are spill kits available and filled for use? Minimize Exposure: Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled properly? Are dumpster lids closed? Are dumpsters in good condition? Good Housekeeping: Has all waste been disposed of properly? SPLEET PARKING LOT (to be completed by Transpills/leaks (i.e. staining on ground, absorbent materials)? Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly? Are spill kits available and filled for use? Are drip pans available for use for leaking buses?	Spills and Leaks: Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)? Do dumpsters appear to be leaking? Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly? Are applitation? If so, are they seed and labeled properly? Are dumpsters lids closed? Are dumpsters in good condition? Good Housekeeping: Has all waste been disposed of properly? FLEET PARKING LOT (to be completed by TransiT staff) Spills and Leaks: Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)? Are spill kits available and filled for use? Are spill kits available and reported properly? Are spills/leaks (i.e. staining on ground, absorbent materials)? Are spills/leaks deen recorded for this area since the last inspection? If so, were they addressed and reported properly? Are spills kits available and filled for use? Are drip paus available for use for leaking buses?

Notes

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Use this space for any additional note	es or observations from the inspection:
On Tuesday, June 12, 2012, approximand parking lot.	nately 0900, conducted a wet day walk-around inspection of storm water pond #1
secondary containment under the sto container was not damaged. Also, di	imate 1045, Ms. Valerie Stine joined me at the bus wash building to discuss brage container storing oil lubricants. The container was inspected and confirmed th scussed purchasing a secondary containment for the 55 gallon drum of DEF and id and to maintain readily available to use during topping off fluids.
	•
67 . 120	CERTIFICATION STATEMENT
supervision in accordance with a sys	nis document and all attachments were prepared under my direction or tem designed to assure that qualified personnel properly gathered and
evaluated the information submitted.	. Based on my inquiry of the person or persons who manage the system, or
those persons directly responsible for	r gathering the information, the information submitted is, to the best of my
knowledge and belief, true, accurate, false information, including the poss	, and complete. I am aware that there are significant penalties for submitting ibility of fine and imprisonment for knowing violations."
Print name and title:	
Signature;	Date:

		Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
		Has the parking lot been swept since the last	QYes □No □ N/A	□Yes □No	On Tuesday, June 26, 21012 at 0630, parking lot were swept.
أه		inspection? If so, when?	Nt O		
1	Dogg	ribe any incidents of non-con	Non-Comp	Hance t described above	
ı	Desc	rice any incidents of hon-con	ibitance oozet sea sua no	t described above,	
					•
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				•	
				:	
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	_				
			Additional Cont	uol Magaunee	
ſ	Desc	ribe any additional control me	easures needed to comply	v with the nermit r	equirements:
ŀ	D030	rico miy manionin control m		, ,,,,,, tao pomani	*4
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Quarterly Stormwater Industrial Facility Inspection Report

	General Inforn	nation	xeport		
Facility Name			rter Inspection)		
NPDES Tracking No. MDE Permit 02SW1888					
Date of Inspection	September 17, 2012 (Transit) September 20, 2012 (Fleet)	Start/End Time	0900-1600 (Transit) 1300-1400 (Fleet)		
TransIT Inspector's Name(s)	Joe Ortega	Fleet Services Inspector's Name(s)	Helen Stockman		
TransIT Inspector's Title(s)	Assistant Director of Operations	Fleet Services Inspector's Title(s)	Service Coordinator		
TransIT Inspector's Contact Information	301-600-2065	Fleet Services Inspector's Contact Information	301-600-3564		
	Weather Inform	ation			
Weather at time of this inspect ⊠ Clear □ Cloudy □ Rain □ Other:	ion? □ Sleet □ Fog □ Snow Temperature:	√ □ High Winds			
Have any previously unidentifit fyes, describe:	ed discharges of pollutants occu	rred since the last inspec	tion? XYes □No		
On August 11, 2012, at 1820, st	ng pre-trip inspection of bus 359 y staff identified oil spills at par and-by driver identified oil spill e refueling, driver spilled diesel	king lot space #39, 58 &	66 (1/4 to ½ qt).		
Are there any discharges occur If yes, describe:	up. ring at the time of inspection?	Yes Ano			

Control Measures

- The structural stormwater control measures identified in your SWPPP on your site map are listed below. Carry a copy of the numbered site map with you during your inspections. This list will ensure that you are inspecting all required control measures at your facility.
- Describe corrective actions initiated, date completed, and note the person that completed the work in the Corrective Action Log.

	Structural Control Measure	Control Measure is Operating Effectively?	If No, In Need of Maintenance, Repair, or Replacement?	Corrective Action Needed and Notes (identify needed maintenance and repairs, or any failed control measures that need replacement)
1	Stormwater Pond #1	Yes □No	☐ Maintenance	
		ľ	☐ Repair	
			☐ Replacement	
2	Stormwater Pond #2	Yes □No	☐ Maintenance	
		'	□ Repair	
			☐ Replacement	
3	Stormwater Pond #3	Yes □No	☐ Maintenance	
		'	☐ Repair	
			☐ Replacement	

Areas of Industrial Materials or Activities exposed to stormwater Below is a list of areas that should be assessed during the facility's routine inspections.

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
BUS	MAINTENANCE FACILI	ΓΥ (to be completed by		nff)
Mate	erial loading/unloading and s	torage areas	* * * * * * * * * * * * * * * * * * * *	
1a	Spills and Leaks:		r	
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	□Yes □No □ N/A	□Yes □No	
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes ŪNo □ N/A	□Yes □No	
	Are spill kits available and filled for use?	☐Yes ☐N/A	□Yes □No	
1b	Minimize Exposure:			
	Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled	□Yes □NO □ N/A	□Yes □No	
,	properly? Is secondary containment provided for all 55 gal drums?	Yes ONO ON/A	□Yes □No	
1e	Good Housekeeping:			
	Are all materials organized and stored in an orderly fashion?	□ Yes □No □ N/A	□Yes □No	
	Are all containers properly sealed and labeled?	Oryes ONo ON/A		
	Has all waste been disposed of properly?	Yes ONO ON/A	□Yes □No	
Equi	pment operations and mainte	enance areas		
2a			T-:	
	spills/leaks (i.e. staining on ground, absorbent materials)?	Oryes □No □ N/A		Work from the day.
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes □N/A	□Yes □No	
	Are spill kits available and filled for use?	☑Yes ☐No ☐ N/A	□Yes □No	
	Are drip pans available for use for leaking buses?	☑Yes ☐No ☐ N/A	□Yes □No	
2h	Minimize Exposure:			

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
	Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled properly?	□Yes □MO □ N/A	□Yes □No	
	Is secondary containment provided for all 55 gal drums?	□Wes □No □ N/A	□Yes □No	
2e	Good Housekeeping:			
	Are all materials organized and stored in an orderly fashion?	GYes □No □ N/A	□Yes □No	
	Are all containers properly sealed and labeled?	OPYes □No □ N/A	□Yes □No	
	Has all waste been disposed of properly?	□V es □No □ N/A	□Yes □No	
FUF	ELING AREA (to be comple	ted by Fleet Services sta	ıff)	
3a	Spills and Leaks:			
į	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	□Yes □No □ N/A	□Yes □No	Old stains will not come up.
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes □No □ N/A	□Yes □No	
	Are spill kits available and filled for use?	QYes □No □ N/A	□Yes □No	
BUS	WASH BUILDING (to be c	completed by TransIT s	taff)	
4a	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	XYes □No □ N/A	□Yes □No	Old stains
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes XNo □ N/A	□Yes □No	
	Are spill kits available and filled for use?	Yes ONO ON/A	□Yes □No	See Notes section on page 5.
4b	Minimize Exposure:			
	Is there evidence that liquids or detergents from bus wash are leaving the enclosed building?	□Yes MNo □ N/A	□Yes □No	

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
OU	TDOOR DUMPSTERS (to b	e completed by Transl'	Γ staff)	
5a	Spills and Leaks:		· · · · · · · · · · · · · · · · · · ·	
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)? Do dumpsters appear to be leaking?	□Yes ÞÍNO □ N/A	□Yes □No	
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes ÞANo □N/A	□Yes □No	
	Are spill kits available and filled for use?	Yes ONo ON/A	□Yes □No	See Notes section on page 5
5b	Minimize Exposure:	Des Arts Chart	Ent. Est	
	Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled properly?	□Yes XNo □N/A	□Yes □No	
	Are dumpster lids closed?	∑XYes □No □ N/A	□Yes □No	
F 0	Are dumpsters in good condition?	□Yes MNo □ N/A	□Yes □No	Left sides of blue recycle dumpster difficult to open or close. On July 10, 2012, emailed Sandy Ruark to contact maintenance to repair dumpster. On July 11, 2012, she placed a work order with Waste Management to replace dumpster. A follow-up call was made on September 18, 2012; nothing was initiated by Waste Management until the follow-up call (Swap #618876).
5e	Good Housekeeping: Has all waste been	Yes ONO ON/A	□Yes □No	
	disposed of properly?)-(103 CITO CITO I		
BUS	FLEET PARKING LOT (t	o be completed by Trar	sIT staff)	
6a	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	XYes □No □ N/A	□Yes □No	Old stains
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	Myes □No □ N/A	□Yes □No	4 spills occurred since last inspection. Spills were reported to Cynthia Hendrickson and paperwork was filed. All clean up steps were taken.
	Are spill kits available and filled for use?	Yes ONO ON/A	□Yes □No	See Notes section on page 5.

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
	Are drip pans available for use for leaking buses?	XYes ONO ON/A	Yes No	
6b	Good Housekeeping:		1	
	Has the parking lot been swept since the last inspection? If so, when?	□Yes XNo □ N/A	□Yes □No	On September 19, 2012, Cynthia (Operations Supervisor) spoke to the Fleet representative (Oscar) reference sweeping our lot. He stated sweeper has been broken down for some time now and that he's not sure how long it will be until it is repaired. The fan is broken and they are afraid that if they keep using it that they may do further damage (bearings).
		Non-Com		
Desc	ribe any incidents of non-con	pliance observed and no	t described above	
		Additional Cont	rol Measures	
Desc	ribe any additional control me	easures needed to comply	y with the permit r	equirements:
		Note	s	
Use	his space for any additional n			
"Are same	spill kits available and filled spill kit will be used when ne	for use?" Item 4a, 5a and eded and it is located at	6a, each area doe the fueling area.	es not have its own separate spill kits. The
supe eval thos know false	rvision in accordance with a s uated the information submitt e persons directly responsible	ystem designed to assure ed. Based on my inquiry for gathering the inform te, and complete. I am a ssibility of fine and imp	ttachments were per that qualified per of the person or pation, the information ware that there are risonment for known.	orepared under my direction or resonnel properly gathered and ersons who manage the system, or tion submitted is, to the best of my esignificant penalties for submitting wing violations."
Sign	ature:	III (<u>C</u> Dat	te: 9/21/12
Prin	t name and title: Helen Sto	ckman / Service Coord	inator (Fleet)	
Sign	ature: 15th 87	Y	Dat	ie: 9/21/12

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Quarterly Stormwater Industrial Facility Inspection Report

	General Inform	도 없었다고 있습니다. 그 Head Sept. (1967) Mead Sept. (1967) 전 10 전 등을 보고 하는 다시 하는 사람들이 되었다. (1967) 시간 Head Sept. (1967)				
Facility Name	TransIT Services of Frederick C	County (FY2013 – 1 st Qua	rter Inspection)			
NPDES Tracking No. MDE Permit 02SW1888						
Date of Inspection	December 10, 2012 (Transit) December 11, 2012 (Fleet)	Start/End Time	1000-1600 (Transit) 0900-1400 (Fleet)			
TransIT Inspector's Name(s)	Joe Ortega	Fleet Services Inspector's Name(s)	Helen Stockman			
TransIT Inspector's Title(s)	Assistant Director of Operations	Fleet Services Inspector's Title(s)	Service Coordinator			
TransIT Inspector's Contact Information	301-600-2065	Fleet Services Inspector's Contact Information	301-600-3564			
	Weather Infor	mation				
Weather at time of this inspect Clear □ Cloudy □ Rain Other:	tion? 1 □ Sleet □ 🌠 Fog □ Sno Temperature:	w 🔲 High Winds	·			
Have any previously unidentif If yes, describe:	ied discharges of pollutants occ	urred since the last inspe	ction?			
On September 25, 2012, minor on December 5, 2012, minor f	fuel spill at the fuel island, pur uel spill on parking space #76.	np #2.				
All spills were properly cleane	d up.					
Are there any discharges occu If yes, describe:	rring at the time of inspection?	□Yes ⊠ No				

Control Measures

- The structural stormwater control measures identified in your SWPPP on your site map are listed below. Carry a copy of the numbered site map with you during your inspections. This list will ensure that you are inspecting all required control measures at your facility.
- Describe corrective actions initiated, date completed, and note the person that completed the work in the Corrective Action Log.

	Structural Control Measure	Control Measure is Operating Effectively?	If No, In Need of Maintenance, Repair, or Replacement?	Corrective Action Needed and Notes (identify needed maintenance and repairs, or any failed control measures that need replacement)
1	Stormwater Pond #1	□Yes M No	☐ Maintenance	On December 10, 2012, identified Trash debris at east side of stormwater pond #1. On December 11, 2012, Cleaning crew removed the trash from the pond.
2	Stormwater Pond #2	XYes □No	☐ Maintenance ☐ Repair ☐ Replacement	
3	Stormwater Pond #3	XYes □No	☐ Maintenance ☐ Repair ☐ Replacement	

Areas of Industrial Materials or Activities exposed to stormwater Below is a list of areas that should be assessed during the facility's routine inspections.

	Area/Activity	Inspected?	Adequate (appropriate, effective, and	Corrective Action Needed and Notes
			operating)?	
	S MAINTENANCE FACILI			aff)
	terial loading/unloading and s	storage areas/		
<u> 1a</u>	Spills and Leaks:	1 = 1 = 1		1
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	□Yes ŒNo □N/A	□Yes □No	
	Have any spills/leaks been recorded for this area since the last inspection? If so,	□Yes ☑No □ N/A	□Yes □No	
	were they addressed and reported properly?	,		
	Are spill kits available and filled for use?	Yes ONO NA	□Yes □No	
1b	Minimize Exposure:			
	Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled properly?	□Yes ⊠No □ N/A	□Yes □No	
	Is secondary containment provided for all 55 gal drums?	Yes No NA	□Yes □No	
1c	Good Housekeeping:			
,	Are all materials organized and stored in an orderly fashion?	TYYes ONO ON/A	□Yes □No	
	Are all containers properly sealed and labeled?	Maryes □No □ N/A	□Yes □No	
	Has all waste been disposed of properly?	Yes ONO ON/A	□Yes □No	
Equ	ipment operations and mainte	enance areas		
2a	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	ÖnyYes □No □ N/A	□Yes □No	Work from the day.
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes Ø No □ N/A	□Yes □No	
	Are spill kits available and filled for use?	¥Yes □No □ N/A	□Yes □No	
	Are drip pans available for use for leaking buses?	ÚYes □No □ N/A	□Yes □No	
2b	Minimize Exposure:			

98088	Area/Activity	Inspected?	Controls	Corrective Action Needed and Notes
	IN THE PARTY OF TH		Adequate	
			(appropriate,	
			effective, and	
OU	TDOOR DUMPSTERS (to be	o aomniatad by Transii	operating)?	
5a	Spills and Leaks:	e completed by Transit	Starry 4	
่อล	Is there evidence of	□Yes WNo □ N/A	□Yes □No	
	spills/leaks (i.e. staining on			
	ground, absorbent			
	materials)? Do dumpsters	/		
	appear to be leaking?		CAV DATe	
	Have any spills/leaks been	□Yes OMNo □ N/A	□Yes □No	
	recorded for this area since the last inspection? If so,			
	were they addressed and	1		
	reported properly?			
	Are spill kits available and	Yes UNo UN/A	□Yes □No	Spill kits for this area will be located in the
	filled for use?			northwest corner side of the maintenance
				shop.
5b	Minimize Exposure:	□Yes ☑No □ N/A	□Yes □No	
	Are any materials, drums,	LIYES ZINO LINIA	Li res Lino	1
	containers exposed to precipitation? If so, are			
·	they sealed and labeled			
	properly?	/		
	Are dumpster lids closed?	Yes ONO ON/A	□Yes □No	
	Are dumpsters in good	Yes \(\subseteq No \(\subseteq N/A \)	□Yes □No	During previous inspection, it was noted
	condition?			recycle dumpster sliding door was difficult
				to close and it was replaced with a one.
5e	Good Housekeeping:	Mayes □No □ N/A	□Yes □No	
	Has all waste been	WYES LINO LINA	Li Yes Lino	
DIE	disposed of properly? SFLEET PARKING LOT (t	o be completed by Trai	sIT staff)	
6a	Spills and Leaks:	o be completed by 4 rai	isi i starij	
va	Is there evidence of	Yes ONO ON/A	☐Yes ☐No	Old stains
	spills/leaks (i.e. staining on			
	ground, absorbent			
	materials)?			2 mills accounted and manager alcohold up
	Have any spills/leaks been	¥Yes □No □ N/A	□Yes □No	2 spills occurred and properly cleaned up.
	recorded for this area since			
	the last inspection? If so, were they addressed and			
]	reported properly?	/	1	
	Are spill kits available and	Yyés ONo ON/A	□Yes □No	See Notes section on page 5.
	filled for use?			
	Are drip pans available for	☑Yes ☐No ☐ N/A	□Yes □No	
	use for leaking buses?			
ZL.	Cood Housekeenings	1_/		
6b	Good Housekeeping: Has the parking lot been	Yes No NA	☐Yes ☐No	On November 21, 2012, parking lot was
	swept since the last			swept.
	inspection? If so, when?			

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
	Are any materials, drums, containers exposed to precipitation? If so, are they sealed and labeled properly?	□Yes QINo □ N/A	□Yes □No	
	Is secondary containment provided for all 55 gal drums?	Yes No No N/A	□Yes □No	
2c	Good Housekeeping:			
	Are all materials organized and stored in an orderly fashion?	Variation Varia	□Yes □No	
	Are all containers properly sealed and labeled?	☑Yés □No □ N/A	□Yes □No	
	Has all waste been disposed of properly?	☑Yes ☐No ☐ N/A	□Yes □No	
	ELING AREA (to be comple	ted by Fleet Services sta	in)	
3a	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	ØYes □No □ N/A	□Yes □No	Old stains will not come up.
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	V Yes □No □ N/A	□Yes □No	·
	Are spill kits available and filled for use?	☑Yes □No □ N/A	□Yes □No	
BUS	WASH BUILDING (to be o	completed by TransIT st	taff)	
4a	Spills and Leaks:			
	Is there evidence of spills/leaks (i.e. staining on ground, absorbent materials)?	M Yes □No □ N/A	□Yes □No	Old stains
	Have any spills/leaks been recorded for this area since the last inspection? If so, were they addressed and reported properly?	□Yes ⊠No □ N/A	□Yes □No	
	Are spill kits available and filled for use?	Yes ONo ON/A	□Yes □No	See Notes section on page 5.
4b	Minimize Exposure:			
	Is there evidence that liquids or detergents from bus wash are leaving the enclosed building?	□Yes WNo □ N/A	□Yes □No	

Additional Control Measures
Describe any additional control measures needed to comply with the permit requirements:
Notes
Use this space for any additional notes or observations from the inspection:
On December 6, 2012, construction work was done at the east side of stormwater pond #1. No one in Transit was aware of it.
"Are spill kits available and filled for use?" Item 4a and 6a, each area does not have its own separate spill kits. The same spill kit will be used when needed and it is located at the fueling area.
"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations." Print name and title: Joe Ortega/Assistant-Director (Transit) Signature: Date: 12 11 12 Print name and title: Helen Stockman / Service Coordinator (Fleet)
Signature:

Describe any incidents of non-compliance observed and not described above:

			i

	*		



FLEET SERVICES INSPECTION FORM

SECTION A: GENERAL INFORMATION

Facility Name: TransIT Services of Frederick County NPDES Permit Number: MDE Permit 02SW1888

Facility Address: 1040 Rocky Springs Rd, Frederick, MD 21702

Date of Inspection: 4/19/2013

Start/End Time of Inspection:

Inspector's Name(s) and Contact Information:

Jeler Stockman 301 600 3564 blue Shi

301 600 15/2

Facility Representative(s) in Attendance and Contact Information:

Weather Information: Weather at time of inspection? [CIRCLE ALL THAT APPLY]

Cloudy

Rain

Sleet

Fog

Snow

(windy High Winds

Other:

Page 1 of 6

FLEET SERVICES INSPECTION FORM

SECTION B: INSPECTION OF BMPs AND AREAS OF INDUSTRIAL ACTIVITIES

(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on the ground)? (a) Was the source of the spill identified? (b) Was the source of the spill eliminated? (c) Was a spill form completed? (c) Was a spill form completed?	io, skip i	Y .
	NO, skip to #2)	
3		
liminated?		
(+)	SNO	
(d) Was the spill reported?		
(e) Was the spill cleaned up properly?		•
s (a-e) above, provide an explanation		
Spile Confaired to Concrete cuesa & Cleaned	<u>S</u>	
einedictely	•	
(2) Are drip pans available for use for leaking buses?	NO	
		•
(a) If YES, do the spill kits need to be restocked?		
(4) Are any materials, drums, or containers exposed to precipitation?		
^		
drums?		
(6) Are all materials organized and stored in an orderly fashion?		
(7) Has all waste been disposed of properly?	NO	

TransIT Services of Frederick County – Fleet Services Inspection Form MDE Permit 02SW1888
Page 2 of 6

(c) Was a spill form completed?

(b) Was the source of the spill eliminated? (a) Was the source of the spill identified?

YES

S

was dry, these cleaned

(If NO, skip to #2)

YES KES

ON

S

YES

NO O

absorbed on ground

Additional Comments/Notes

(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on

FUEL ISLAND

the ground)?

FLEET SERVICES INSPECTION FORM

																				_		
(a) If YES, provide date below:	(5) Has parking lot been swept since last inspection?	(4) Has all waste been disposed of properly?	(a) If YES, do the spill kits need to be restocked?	(3) Are spill kits available for use?	(2) Are drip pans available for leaking buses?			- If NO is circled for any of the questions (a-e) above, provide an explanation of why	(e) Was the spill cleaned up properly?	(d) Was the spill reported?	(c) Was a spill form completed?	(b) Was the source of the spill eliminated	(a) Was the source of the spill identified?	the ground)?	(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	BUS FLEET PARKING LOT	(a) If YES, do the spill kits need to be restocked?	(2) Are spill kits available for use?		 If NO is circled for any of the questions (a-e) above, provide an explanation of why 	(e) Was the spill cleaned up properly?	(d) Was the spill reported?
	YES	(YES)	YES	(YES)	XES			tion of why	YES	(YES)	(YES)	YES	(YES)	(If NO , skip to #2)	(SES)	n.	(YES)	YES)	tion of why	(YES)	YES
	NO(NO	(NO	A P	NO				NO	NO	NO	NO	NO	l Fe	NO	-	NO	NO			NO	0 No
	des	.)	was something.	100	whow ore				1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	A STATE OF THE PARTY OF THE PAR		# L(c, Los OC Xonores)		F 15, 17, 79	+1	Additional Comments/Notes					SI A	

FLEET SERVICES INSPECTION FORM

TWO SULLAIR AIR COMPRESSORS)	Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on the ground)?	YES	NO	to the
the ground)?	(If NO, s	(If NO, skip to #2)	
(a) Was the source of the spill identified?	YES	NO	
(b) Was the source of the spill eliminated	YES	NO	
(c) Was a spill form completed?	YES	NO	
(d) Was the spill reported?	YES	NO	
(e) Was the spill cleaned up properly?	YES	NO	
- If NO is circled for any of the questions (a-e) above, provide an explanation of why	on of why		
		1	
(2) Are spill kits available for use?	(AES)	NO O	
(a) If YES, do the spill kits need to be restocked?	YES		

SECTION C: GENERAL INSPECTION FINDINGS

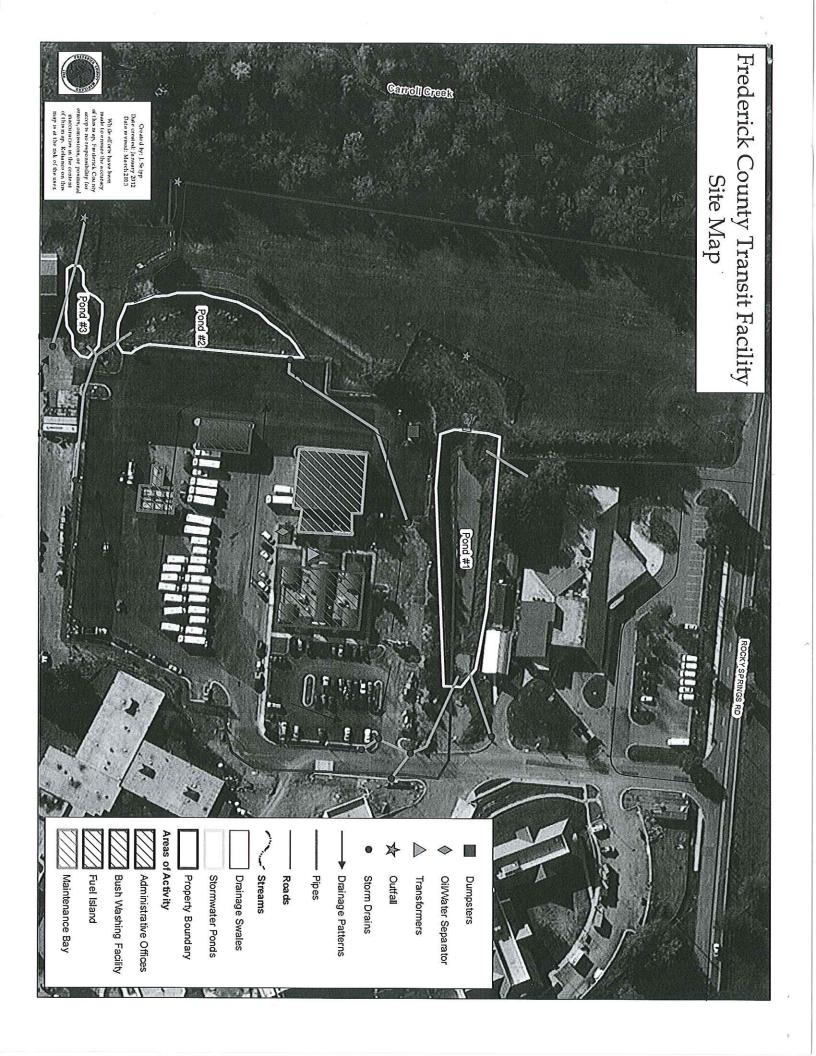
	non-stormwater	(a) If YES, for each location, describe the sources of those stormwater and non-stormwater
Additional Comments/Notes	YES	(2) Did this inspection identify any stormwater or non-stormwater outfalls not previously identified in the SWPPP?
		(a) If NO , describe why not
	YES	exposed to stormwater?
Additional Comments/Notes		(1) As part of this comprehensive site inspection, did you inspect all potential

FLEET SERVICES INSPECTION FORM

Additional Comments/Notes	(6) Have you taken or do you plan to take any corrective action, as specified YES YES
Additional Comments/Notes	(5) Describe any evidence of pollutants entering the drainage system or discharging to surface waters, and the condition of and around outfalls, including flow dissipation measures to prevent scouring
e	(a) If YES, summarize the findings of that review and describe any additional inspection activities resulting from this review
Additional Comments/Notes	(4) Did you review stormwater monitoring data as part of this inspection to yes NO (V/A) identify potential pollutant hotspots?
	(a) If YES, describe the sources of stormwater or non-stormwater pollutants expected to be present in these discharges, and any control measures in place
Additional Comments/Notes	(3) Did this inspection identify any sources of stormwater or non-stormwater YES NO O
-	discharges and any associated control measures in place

FLEET SERVICES INSPECTION FORM

				01	_
		(a) if YES, please provide a description	this annual comprehensive site inspection?	annual report), including any correcting actions identified as a result of	received authorization to discharge under this permit if this is your first
		- 3	June	al re	ved
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		pro	rehe	clud	atio
		Vide	nsiv	ing	n to
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TRANSIT INSPECTION FORM

SECTION A: GENERAL INFORMATION

Facility Name:	TransIT Service	s of Frederick Co	unty	NPDES P	ermit Number: MD	DE Permit 02SW1888	
Facility Addres	ss: 1040 Rocky S	Springs Rd, Freder	rick, MD 21702				
Date of Inspec	tion:			Start/End	d Time of Inspectio	<u>n</u> :	
June 24, 2013				8:00/150	00		
Inspector's Na	me(s) and Cont	act Information:					
Joe Ortega Assistant Direc 301-600-2037	ctor of Operatio	ns					
Facility Repres	sentative(s) in A	ttendance and Co	ontact Information:				
Weather Infor	mation : Weath	er at time of insp	ection? [CIRCLE ALL	THAT APPLY]			
Clear	Cloudy	Rain	Sleet	Fog	Snow	High Winds	Othe

TRANSIT INSPECTION FORM

SECTION B: INSPECTION OF BMPs AND AREAS OF INDUSTRIAL ACTIVITIES

STORMWATER POND #1			Additional Comments/Notes
(1) Does the pond appear to be functioning properly?	YES	NO	
(2) Is there an excessive amount of litter in the pond?	YES	NO	
(3) Does there appear to be a significant amount of sediment accumulated in the pond?	YES	NO	
(4) If the pond has water, is there an excessive amount of algae present?	YES	NO	
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	NO	
(6) If the pond has water, is there an odor?	YES	QNQ)	
(7) If the pond has water, is the water discolored?	YES	QVQ	
(8) Is there evidence of erosion present on the banks of the pond?	YES	(NO)	
(9) Is there any other condition that appears to be abnormal?	YES	NO	
(a) If YES is circled for any of the questions (2-9) above, provide a description corrective action necessary and photo (if possible).	on of the con	dition,	
¹ Dry weather flow = presence of flowing water when it has not rained within the		rs.	

STORMWATER POND #2	_		Additional Comments/Notes
(1) Does the pond appear to be functioning properly?	YES	NO	No water in pond
(2) Is there an excessive amount of litter in the pond?	YES	NO	
(3) Does there appear to be a significant amount of sediment accumulated in the pond?	YES	NO	
(4) If the pond has water, is there an excessive amount of algae present?	YES	NO	
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	QuQ	
(6) If the pond has water, is there an odor?	YES	SNO)	
(7) If the pond has water, is the water discolored?	YES	(NO)	
(8) Is there evidence of erosion present on the banks of the pond?	YES	NO	
(9) Is there any other condition that appears to be abnormal?	YES	NO	

TRANSIT INSPECTION FORM

(a) If YES is circled for any of the questions (2-9) above, provide a description of the condition, corrective action necessary and photo (if possible).	
¹ Dry weather flow = presence of flowing water when it has not rained within the last 48 hours.	

STORMWATER POND #3			Additional Comments/Notes
(1) Does the pond appear to be functioning properly?	YES	NO	No water in pond
(2) Is there an excessive amount of litter in the pond?	YES	NO	
(3) Does there appear to be a significant amount of sediment accumulated in the pond?	YES	NO	
(4) If the pond has water, is there an excessive amount of algae present?	YES	NO	
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	NO	
(6) If the pond has water, is there an odor?	YES	NO	
(7) If the pond has water, is the water discolored?	YES	NO	
(8) Is there evidence of erosion present on the banks of the pond?	YES	NO	
(9) Is there any other condition that appears to be abnormal?	YES	(NO)	
(a) If YES is circled for any of the questions (2-9) above, provide a description	on of the con	idition,	
corrective action necessary and photo (if possible).			
¹ Dry weather flow = presence of flowing water when it has not rained within the	e last 48 hou	rs.	

OUTDOOR DUMPSTERS			Additional Comments/Notes
(1) Do dumpsters appear to be leaking (i.e. is there evidence of staining on the ground)?	YES	(2)	
(2) Are dumpster lids closed?	YES	NO	
(3) Are dumpster lids in good condition?	YES	NO	
(4) Are dumpsters in good condition?	YES	NO	
(5) Has all waste been disposed of properly?	(YES)	NO	

TRANSIT INSPECTION FORM

BUS WASH BUILDING			Additional Comments/Notes
(6) Is there evidence that wash water or detergents from the bus wash are leaving the enclosed building?	YES	NO	
 If YES, provide a description of the conditions found, corrective action possible). 	necessary, ar	nd photo (if	

SMALL STORAGE SHED			Additional Comments/Notes
(1) Have any new bulk/raw chemicals been added to the storage shed since	YES	NO	
the last inspection?	(If NO , skip t	o next section)	
(a) Are they properly sealed and labeled?	YES	NO	
(b) Do they have secondary containment, if required?	YES	NO	
- If NO is circled for any of the questions (a or b) above, provide an expla	nation of wh	У	

TRANSFORMER			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES	NO	Note 3 rd Qtr inspection March 2013. The
the ground)?	(If NO , s	skip to #2)	transformer was not inspected. The
(a) Was the source of the spill identified?	YES	NO	questions in this section were answered pertaining to the parking lot not the
(b) Was the source of the spill eliminated	YES	NO	transformer. County has no control of the
(c) Was a spill form completed?	YES YES	NO NO	transformer. County has no control of the transformer box, only the electric compan I am unable to conduct an internal
(d) Was the spill reported?			
(e) Was the spill cleaned up properly?	YES	NO	inspection of the transformer. From an
- If NO is circled for any of the questions (a-e) above, provide an explana	ition of why		external examination of the transformer
			box, there are no leaks from the container.
			On June 28, 2013 at 1211, an email was
			sent to Jessica Seipp with my concerns and
			she responded. See attached email
			correspondence.

TRANSIT INSPECTION FORM

SECTION C: GENERAL INSPECTION FINDINGS

(1) As part of this comprehensive site inspection, did you inspect all potential pollutant sources, including areas where industrial activity may be exposed to stormwater? (a) If NO , describe why not	Additional Comments/Notes
(2) Did this inspection identify any stormwater or non-stormwater outfalls not previously identified in the SWPPP?	Additional Comments/Notes
(a) If YES , for each location, describe the sources of those stormwater and non-stormwater discharges and any associated control measures in place	
(3) Did this inspection identify any sources of stormwater or non-stormwater discharges not previously identified in the SWPPP?	Additional Comments/Notes
(a) If YES , describe the sources of stormwater or non-stormwater pollutants expected to be present in these discharges, and any control measures in place	
(4) Did you review stormwater monitoring data as part of this inspection to identify potential pollutant hotspots? YES NO N/A	Additional Comments/Notes
(a) If YES , summarize the findings of that review and describe any additional inspection activities resulting from this review	
(5) Describe any evidence of pollutants entering the drainage system or discharging to surface waters, and the condition of and around outfalls, including flow dissipation measures to prevent scouring	Additional Comments/Notes
(6) Have you taken or do you plan to take any corrective action, as specified in the permit, since your last annual report submission (or since you received authorization to discharge under this permit if this is your first annual report), including any correcting actions identified as a result of this annual comprehensive site inspection?	Additional Comments/Notes
(a) If YES , please provide a description - See attachment - Corrective Actions memorandum dated March 18, 2013.	

TRANSIT INSPECTION FORM

FLEET SERVICES INSPECTION FORM

SECTION A: GENERAL INFORMATION

Facility Name: TransIT Services of Frederick County

NPDES Permit Number: MDE Permit 02SW1888

Facility Address: 1040 Rocky Springs Rd, Frederick, MD 21702 Date of Inspection: O(27(13)

Start/End Time of Inspection:

Inspector's Name(s) and Contact Information:

Helen Stockman Sevine Coordination

Facility Representative(s) in Attendance and Contact Information:

Ualinea The Coolantication
301 600 1877

10,188

Weather Information: Weather at time of inspection? [CIRCLE ALL THAT APPLY]

Cloudy

Fog

Snow

High Winds

TransIT Services of Frederick County — Fleet Services Inspection Form MDE Permit 02SW1888 Page 1 of 6

FLEET SERVICES INSPECTION FORM

<u>SECTION B</u>: INSPECTION OF BMPs AND AREAS OF INDUSTRIAL ACTIVITIES

BUS MAINTENANCE FACILITY			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on the ground)?		ON (CII) kineals allas
	(IT NU, SI	(If NU , skip to #2) 	7 27
(a) Was the source of the spill identified?	(YES)	ON	
(b) Was the source of the spill eliminated?	(E)	8	20 Red 1850
(c) Was a spill form completed?	YES	(A)	,)
(d) Was the spill reported?	XES	(ON)	
(e) Was the spill cleaned up properly?	(EE)	Q Q	
- If ND is circled for any of the questions (a-e) above, provide an explanation of why	explanation of why		
	(
(2) Are drip pans available for use for leaking buses?	(SA)	ON	
(3) Are spill kits available for use?	(YES)	NO	
(a) If YES , do the spill kits need to be restocked?	YES	(ON)	
(4) Are any materials, drums, or containers exposed to precipitation?	YES		
(a) If YES , are they sealed and labeled properly?	YES	NO	
(5) Is secondary containment provided for all 55 gallon drums?	(YES)	NO	
(6) Are all materials organized and stored in an orderly fashion?	(YES)	NO	
(7) Has all waste been disposed of properly?	(YES)	Q.	

FUEL ISLAND	{		Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	(KES)	ON	the way of the the
the ground)?	(If NO, sk	(If NO, skip to #2)	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
(a) Was the source of the spill identified?		NO) }
(b) Was the source of the spill eliminated?	(SES)	ON	
(c) Was a spill form completed?	(KES)	ON	

TransIT Services of Frederick County – Fieet Services Inspection Form MDE Permit 02SW1888 Page 2 of 6

FLEET SERVICES INSPECTION FORM

If NO is circled for any of the questions (a-e) above, provide an explanation of why	explanation of why	2
(2) Are spill kits available for use? (a) If YES, do the spill kits need to be restocked?	(YES)	ON (ON

(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on the ground)?				
the ground)?	ials on (YES NO		32 27 27 19	
	(If NO, skip to #2)		0737	
(a) Was the source of the spill identified?	(KES) N	ON.	0	
(b) Was the source of the spill eliminated	N <s= n<="" td=""><td>ON</td><td></td><td></td></s=>	ON		
(c) Was a spill form completed?	N (XES) N	2 1 N	ころはいっているか	3207
(d) Was the spill reported?	ON) SBY	<u></u>		
(e) Was the spill cleaned up properly?	(YES) N	NO	1000 m	
- If NO is circled for any of the questions (a-e) above, provide a	provide an explanation of why			
(2) Are drip pans available for leaking buses?	(YES) N	ON		
(3) Are spill kits available for use?	(VES) NO	o		
(a) If YES, do the spill kits need to be restocked?	YES (NO	6		
(4) Has all waste been disposed of properly?	ON (SEX) NO			
(5) Has parking lot been swept since last inspection?	YES N	NO/ONT		
(a) If YES, provide date below:		•		

TransIT Services of Frederick County – Fleet Services Inspection Form MDE Permit 025W1888 Page 3 of 6

FLEET SERVICES INSPECTION FORM

TWO SULLAIR AIR COMPRESSORS	(Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	(YES	NO	Ciec Siri
the ground)?	(If NO, skip to #2)	ip to #2)	
(a) Was the source of the spill identified?	(YES)	ON	Service of the servic
(b) Was the source of the spill eliminated	(YES)	ON	
(c) Was a spill form completed?	YES	(NO)	
(d) Was the spill reported?	YES	ON	
(e) Was the spill cleaned up properly?	(YES)	NO	
- If NO is circled for any of the questions (a-e) above, provide an explanation of why	tion of why		
(2) Are spill kits available for use?	(XES)	NO	
(a) If YES, do the spill kits need to be restocked?	YES	(NO)	And the second s

SECTION C: GENERAL INSPECTION FINDINGS

Additional Comments/Notes		Additional Comments/Notes	
ON		QN N	water
YES		YES	non-storm
(1) As part of this comprehensive site inspection, did you inspect all potential pollutant sources, including areas where industrial activity may be exposed to stormwater?	(a) If NO , describe why not	(2) Did this inspection identify any stormwater or non-stormwater outfalls not previously identified in the SWPPP?	(a) If YES, for each location, describe the sources of those stormwater and non-stormwater

TransiT Services of Frederick County – Fleet Services Inspection Form MDE Permit 02SW1888 Page 4 of 6

FLEET SERVICES INSPECTION FORM

discharges and any associated control measures in place	
(3) Did this inspection identify any sources of stormwater or non-stormwater YES NO discharges not previously identified in the SWPPP?	Additional Comments/Notes
(a) If YES, describe the sources of stormwater or non-stormwater pollutants expected to be present in these discharges, and any control measures in place	
(4) Did you review stormwater monitoring data as part of this inspection to YES NO (N/A) identify potential pollutant hotspots?	Additional Comments/Notes
(a) If VES , summarize the findings of that review and describe any additional inspection activities resulting from this review	
(5) Describe any evidence of pollutants entering the drainage system or discharging to surface waters, and the condition of and around outfalls, including flow dissipation measures to prevent scouring	Additional Comments/Notes
(6) Have you taken or do you plan to take any corrective action, as specified YES In the permit, since your last annual report submission (or since you	Additional Comments/Notes
Internating Contract of Freedom Contract Contrac	The state of the s

TransIT Services of Frederick County -- Fleet Services Inspection Form MDE Permit 025W1888 Page 5 of 6

FLEET SERVICES INSPECTION FORM

received authorization to discharge under this permit if this is your first annual report), including any correcting actions identified as a result of this annual comprehensive site inspection?	(a) If YES, please provide a description

TransiT Services of Frederick County – Fleet Services Inspection Form MIDE Permit 02SW1888 Page 6 of 6



ATTACHMENT E – Comprehensive Annual Inspection Reporting Form & Record Keeping Section



Send a copy of all completed inspection forms to the Director.

Completed inspection forms shall be filed in this SWPPP and maintained as long as TransIT operates the facility.

Copies of all forms and record keeping documents must be submitted to Jessica Seipp with WMS by December 31st of each year. She can be reached at 301.600.1350 or jseipp@frederickcountymd.gov.



TransIT Services of Frederick County MDE Permit 02SW1888 Page 1 of 12

Stormwater Industrial Facility Annual/Comprehensive Inspection Report

		SECTI	<u>on a</u> : gener	AL INFORM	ATION		
Facility Name: 1	ransIT Services of	Frederick County		NPDES Permit	Number: MDE Pe	rmit 02SW1888	
Facility Address	: 1040 Rocky Sprin	gs Rd, Frederick, N	1D 21702				
Date of Inspecti	on:			Start/End Time	e of Inspection:		
Inspector's Nam	e(s) and Contact II	nformation:					
Facility Represe	ntative(s) in Attend	dance and Contact	t Information:				
Weather Inform	ation: Weather at	time of inspection	? [CIRCLE ALL THAT	APPLY]			
Clear	Cloudy	Rain	Sleet	Fog	Snow	High Winds	Other:

Page E-3 MDE Permit 02SW1888



SECTION B: REVIEW OF SWPPP

(**Note:** Per the regulations under the General Discharge Permit for Stormwater Associated with Industrial Activities [02-SW], only item #5 below is a requirement of the Annual Inspection.)

(1) Does the facility have a SWPPP in place?	YES	NO	Additional Comments/Notes
(a) If NO, provide a brief description explaining reason			
(2) Is the contact information on the cover page of the SWPPP up to date? (a) If NO , how does the information need to be updated?	YES	NO	Additional Comments/Notes
(3) Is the Stormwater Pollution Prevention Team up to date? (a) If NO, how does this information need to be updated?	YES	NO	Additional Comments/Notes
(4) Have conditions on-site changed since the last update of the SWPPP?	YES	NO	Additional Comments/Notes
(a) If YES, how does this information need to be updated?	YES	NO	Additional Comments/Notes
(5) Are the site map (Attachment B) and list of industrial activities (Section 2.1) up to date?	YES	NO	Additional Comments/Notes
(a) If NO, how does this information need to be updated?	ı		

TransIT Services of Frederick County MDE Permit 02SW1888 Page 2 of 12



(6) Is the SWPPP signed?	YES	NO			
If NO, contact the SWPPP team leader to have the document signed immediately.					

SECTION C: REVIEW OF ROUTINE/QUARTERLY INSPECTION FORMS

(Note: Items reviewed below are a requirement of the facility's SWPPP. Per the regulations under the General Discharge Permit for Stormwater Associated with Industrial Activities [02-SW], they are not a requirement of the Annual Inspection)

NO	Additional Comments/Notes
NO	Additional Comments/Notes
NO	Additional Comments/Notes
_	NO

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SECTION D: REVIEW OF SPILL RESPONSE FORMS

(Note: Items reviewed below are a requirement of the facility's SWPPP. Per the regulations under the General Discharge Permit for Stormwater Associated with Industrial Activities [02-SW], they are not a requirement of the Annual Inspection)

(1) Have any spills been reported for the site?	YES	NO	Additional Comments/Notes
(a) Provide a brief explanation.			
(2) If spills were reported, were the correct spill response procedures followed?	YES	NO	Additional Comments/Notes
(a) If NO , provide a brief description explaining reason.	,		

SECTION E: EMPLOYEE TRAINING

(Note: Items reviewed below are a requirement of the facility's SWPPP. Per the regulations under the General Discharge Permit for Stormwater Associated with Industrial Activities [02-SW], they are not a requirement of the Annual Inspection)

(1) Have all employees completed the required employee training?	YES	NO	Additional Comments/Notes
(a) If NO , provide a brief description explaining reason.			
(2) If YES, are sign-in sheets and copies of the training curriculum included in the SWPPP?	YES	NO	Additional Comments/Notes
(a) If NO , provide a brief description why.			

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SECTION F: INSPECTION OF BMPs AND AREAS OF INDUSTRIAL ACTIVITIES

		Additional Comments/Notes
YES	NO	
YES	NO	
YES	NO	
YES	NO	
YES	NO	
YES	NO	
YES	NO	
YES	NO	
YES	NO	
on of the cond	dition,	
	YES YES YES YES YES YES YES YES YES YES	YES NO YES NO YES NO YES NO YES NO YES NO YES NO YES NO YES NO

STORMWATER POND #2			Additional Comments/Notes
(1) Does the pond appear to be functioning properly?	YES	NO	
(2) Is there an excessive amount of litter in the pond?	YES	NO	
(3) Does there appear to be a significant amount of sediment accumulated in the pond?	YES	NO	
(4) If the pond has water, is there an excessive amount of algae present?	YES	NO	
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	NO	
(6) If the pond has water, is there an odor?	YES	NO	
(7) If the pond has water, is the water discolored?	YES	NO	
(8) Is there evidence of erosion present on the banks of the pond?	YES	NO	

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(9) Is there any other condition that appears to be abnormal?	YES	NO	
(a) If YES is circled for any of the questions (2-9) above, provide a description corrective action necessary and photo (if possible).	on of the con	idition,	
¹ Dry weather flow = presence of flowing water when it has not rained within the	e last 48 hou	rs.	

STORMWATER POND #3			Additional Comments/Notes		
(1) Does the pond appear to be functioning properly?	YES	NO			
(2) Is there an excessive amount of litter in the pond?	YES	NO			
(3) Does there appear to be a significant amount of sediment accumulated in the pond?	YES	NO			
(4) If the pond has water, is there an excessive amount of algae present?	YES	NO			
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	NO			
(6) If the pond has water, is there an odor?	YES	NO			
(7) If the pond has water, is the water discolored?	YES	NO			
(8) Is there evidence of erosion present on the banks of the pond?	YES	NO			
(9) Is there any other condition that appears to be abnormal?	YES	NO			
(a) If YES is circled for any of the questions (2-9) above, provide a description corrective action necessary and photo (if possible).	on of the con	dition,			
¹ Dry weather flow = presence of flowing water when it has not rained within the	¹ Dry weather flow = presence of flowing water when it has not rained within the last 48 hours.				

BUS MAINTENANCE FACILITY			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES	NO	
the ground)?	(If NO, skip to #2)		

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(a) Was the source of the spill identified?	YES	NO
(b) Was the source of the spill eliminated?	YES	NO
(c) Was a spill form completed?	YES	NO
(d) Was the spill reported?	YES	NO
(e) Was the spill cleaned up properly?	YES	NO
 If NO is circled for any of the questions (a-e) above, provide an explanat 	ion of why	
(2) Are drip pans available for use for leaking buses?	YES	NO
(3) Are spill kits available for use?	YES	NO
ME WE CONSTRUCT OF OF MANY PARTY. OF TO AN EARLY		NO
(a) If YES, do the spill kits need to be restocked?	YES	NO
(a) If YES, do the spill kits need to be restocked?(4) Are any materials, drums, or containers exposed to precipitation?	57 ************************************	1000 12
	YES	NO
(4) Are any materials, drums, or containers exposed to precipitation?	YES YES	NO NO
(4) Are any materials, drums, or containers exposed to precipitation? (a) If YES, are they sealed and labeled properly?	YES YES YES	NO NO NO

FUEL ISLAND			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on the ground)?	YES (If NO , sl	NO	
(a) Was the source of the spill identified? (b) Was the source of the spill eliminated?	YES	NO NO	
(c) Was a spill form completed?	YES	NO	
(d) Was the spill reported? (e) Was the spill cleaned up properly?	YES	NO NO	
- If NO is circled for any of the questions (a-e) above, provide an explana	ition of why		
(2) Are spill kits available for use?	YES	NO	

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(a) If YES, do the spill kits need to be restocked?	YES	NO	
---	-----	----	--

OUTDOOR DUMPSTERS			Additional Comments/Notes
(1) Do dumpsters appear to be leaking (i.e. is there evidence of staining on the ground)?	YES	NO	
(2) Are dumpster lids closed?	YES	NO	
(3) Are dumpster lids in good condition?	YES	NO	
(4) Are dumpsters in good condition?	YES	NO	
(5) Has all waste been disposed of properly?	YES	NO	

US FLEET PARKING LOT			Additional Comments/No
.) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES	NO	
the ground)?	(If NO, sk	ip to #2)	
(a) Was the source of the spill identified?	YES	NO	
(b) Was the source of the spill eliminated	YES	NO	
(c) Was a spill form completed?	YES	NO	
(d) Was the spill reported?	YES	NO	
(a) was the spin reported:			
(e) Was the spill cleaned up properly? If NO is circled for any of the questions (a-e) above, provide an explana	YES	NO	
(e) Was the spill cleaned up properly? - If NO is circled for any of the questions (a-e) above, provide an explana	YES tion of why		
(e) Was the spill cleaned up properly? - If NO is circled for any of the questions (a-e) above, provide an explana 2) Are drip pans available for leaking buses?	YES tion of why	NO	
(e) Was the spill cleaned up properly? - If NO is circled for any of the questions (a-e) above, provide an explana 2) Are drip pans available for leaking buses? 3) Are spill kits available for use?	YES tion of why YES YES	NO NO	
(e) Was the spill cleaned up properly? If NO is circled for any of the questions (a-e) above, provide an explana Are drip pans available for leaking buses? Are spill kits available for use? (a) If YES, do the spill kits need to be restocked?	YES tion of why	NO	
(e) Was the spill cleaned up properly? - If NO is circled for any of the questions (a-e) above, provide an explana 2) Are drip pans available for leaking buses? 3) Are spill kits available for use?	YES tion of why YES YES	NO NO	

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BUS WASH BUILDING			Additional Comments/Notes
Is there evidence that wash water or detergents from the bus wash are leaving the enclosed building?	YES	NO	
 If YES, provide a description of the conditions found, corrective action n possible). 	ecessary, an	d photo (if	

SMALL STORAGE SHED			Additional Comments/Notes
(1) Have any new bulk/raw chemicals been added to the storage shed since	YES	NO	
the last inspection?	(If NO , skip to	next section)	
(a) Are they properly sealed and labeled?	YES	NO	
(b) Do they have secondary containment, if required?	YES	NO	
- If NO is circled for any of the questions (a or b) above, provide an expla	nation of why	!	

TWO SULLAIR AIR COMPRESSORS			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES	NO	
the ground)?	(If NO, s	kip to #2)	
(a) Was the source of the spill identified?	YES	NO	
(b) Was the source of the spill eliminated	YES	NO	
(c) Was a spill form completed?	YES	NO	
(d) Was the spill reported?	YES	NO	
(e) Was the spill cleaned up properly?	YES	NO	

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- If NO is circled for any of the questions (a-e) above, provide an explana	tion of why		
(2) Are spill kits available for use?	YES	NO	
(a) If YES, do the spill kits need to be restocked?	YES	NO	

TRANSFORMER			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on the ground)?	YES (If NO , sl	NO (ip to #2)	
(a) Was the source of the spill identified?	YES	NO	
(b) Was the source of the spill eliminated	YES	NO	
(c) Was a spill form completed?	YES	NO	
(d) Was the spill reported?	YES	NO	
(e) Was the spill cleaned up properly?	YES	NO	
- If NO is circled for any of the questions (a-e) above, provide an explana	ition of why		

SECTION G: GENERAL INSPECTION FINDINGS

(1) As part of this comprehensive site inspection, did you inspect all potential pollutant sources, including areas where industrial activity may be exposed to stormwater?	YES	NO	Additional Comments/Notes
(a) If NO , describe why not			

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2) Did this inspection identify any stormwater or non-stormwater outfalls not previously identified in the SWPPP?	YES	NO	Additional Comments/Notes
(b) If YES, for each location, describe the sources of those stormwater and discharges and any associated control measures in place	non-stormv	vater	
3) Did this inspection identify any sources of stormwater or non-stormwater discharges not previously identified in the SWPPP?	YES	NO	Additional Comments/Notes
(b) If YES, describe the sources of stormwater or non-stormwater pollutant in these discharges, and any control measures in place	s expected	to be present	
Did you review stormwater monitoring data as part of this inspection to identify potential pollutant hotspots?	YES	NO N/A	Additional Comments/Notes
(b) If YES, summarize the findings of that review and describe any additional resulting from this review	al inspection	n activities	

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(6) Have you taken or do you plan to take any corrective action, as specified in the permit, since your last annual report submission (or since you received authorization to discharge under this permit if this is your first annual report), including any correcting actions identified as a result of this annual comprehensive site inspection?	YES	NO	Additional Comments/Notes
(a) If YES, please provide a description			

TransIT Services of Frederick County MDE Permit 02SW1888 Page 12 of 12



FREDERICK COUNTY GOVERNMENT DIVISION OF COMMUNITY DEVELOPMENT

Eric E. Soter, Director

Planning & Development Review Department Office of Sustainability & Environmental Resources Shannon Moore, Manager

> 30 North Market Street Frederick, Maryland 21701 www.FrederickCountyMD.gov O: 301-600-1413 F: 301-600-2054

Commissioners

Blaine R. Young President

C. Paul Smith Vice President

Billy Shreve David P. Gray Kirby Delauter

Lori L. Depies, CPA County Manager

MEMORANDUM

DATE: February 4, 2013

To:

Nancy Norris, Department Director, TransIT Services

Joe Ortega, Assistant Director-Operations, TransIT Services

From:

Jessica H. Seipp, Project Manager, Frederick County Office of Sustainability and

Environmental Resources (OSER)

Re:

Frederick County TransIT Services, 02SW1888, Comprehensive Annual Inspection

Staff from Frederick County's Office of Sustainability and Environmental Resources (OSER) and its consultant Versar, Inc. completed a Comprehensive Annual Inspection of the Frederick County TransIT Services facility on December 12, 2012. This Comprehensive Annual Inspection was conducted in order to comply with regulations in the facility's General Permit for Discharges from Stormwater Associated with Industrial Activities (02SW1888). Ms. Nancy Norris and Mr. Joe Ortega participated in the inspection.

The TransIT Services site is a very clean and orderly site with only minor corrective actions identified during the inspection. Included below are findings from the inspection that TransIT Services and Fleet Services may want to consider prioritizing for corrective action. Attached is a copy of the completed inspection form which includes detailed findings and additional recommended corrective actions. If you have any questions you may contact me at 301.600.1350 or jseipp@frederickcountymd.gov.

Recommended Corrective Actions for Minimizing Exposure – The facility's General Permit and Stormwater Pollution Prevention Plan (SWPPP) require that steps are taken to minimize the exposure of industrial activities to precipitation.

- (1) Secondary containment should be provided for bulk chemicals stored at the facility. Secondary containment should be provided for the 55 gallon drum of windshield washer fluid and the mobile oil dispensers.
- (2) Drip pans should be provided for the dispenser nozzles from the 250 gallon oil tanks to collect any oil that may drip after oil has been dispensed.

Recommended Corrective Actions for Spill Prevention and Response - The facility's General Permit and SWPPP require that steps are taken to prevent spills from occurring and in the event that they do occur, they are reported and cleaned up properly. The spill forms reviewed during the inspection were incomplete. When spill response forms are completed by staff, they need to be filled out completely including estimating the quantity of material spilled.

Recommended Corrective Actions for Employee Training - At the time of the inspection, not all staff had received stormwater pollution prevention training. If staff is hired out of phase with the regularly scheduled annual stormwater pollution prevention training, TransIT needs to ensure that it is included as part of the new hire process.

Cc:

Pat Rosensteel, Director, Citizens Services Division
Thomas Meunier, Director, Division of Public Works
Pat Hannah, Director of Fleet Services, Division of Public Works
Valiree Stine, Fuel System Coordinator, Fleet Services
Eric E. Soter, Director, Frederick County Community Development Division
Shannon Moore, Manager, Frederick County Office of Sustainability and Environmental Resources (OSER)

SECTION A: GENERAL INFORMATION

Facility Name: TransIT Services of Frederick County NPDES Permit Number: MDE Permit 02SW1888

Facility Address: 1040 Rocky Springs Rd, Frederick, MD 21702

Date of Inspection: December 12, 2012

Start/End Time of Inspection: 8:04 AM - 10:09 AM

Inspector's Name(s) and Contact Information:

Alexi Boado, Watershed Ecologist ABoado@versar.com

(410) 740-6054

Versar, Inc. 9200 Rumsey Road Suite 100

Columbia, MD 21045-1934

mbia. MD 21045-1934

Jessica Seipp, Project Manager III
JSeipp@frederickcountymd.gov
(301) 600-1350

Frederick County OSER 30 North Market St.

Frederick, MD 21701

Facility Representative(s) in Attendance and Contact Information:

Jose Ortega, Assistant Director Operations

JOrtega@frederickcountymd.gov

(301) 600-2037

TransIT Services

1040 Rocky Springs Road

Frederick, MD 21702

Nancy Norris, Director NNorris@frederickcountymd.gov

(301) 600-3538

TransIT Services 1040 Rocky Springs Road Frederick, MD 21702

Weather Information: Weather at time of inspection? [CIRCLE ALL THAT APPLY]

Clear

Cloud

Rain

Sleet

Fog

Snow

High Winds

Other:

SECTION B: REVIEW OF SWPPP

(Note: Per the regulations under the General Discharge Permit for Stormwater Associated with Industrial Activities [02-SW], only

item #5 below is a requirement of the Annual Inspection.	he Annual In	spection.)	(, (,)	
(1) Does the facility have a SWPPP in place?	(VES)	NO	Additional Comments/Notes	
(a) If NO , provide a brief description explaining reason				T
(2) Is the contact information on the cover page of the SWPPP up to date? (a) If NO, how does the information need to be updated?	(KE)	ON	Additional Comments/Notes	T T
(3) Is the Stormwater Pollution Prevention Team up to date? (a) If NO , how does this information need to be updated?	(YES)	ON	Additional Comments/Notes	
(4) Have conditions on-site changed since the last update of the SWPPP? (a) If YES, how does this information need to be updated?	(YES)	ON	Additional Comments/Notes	
There is a new small storage shed located next to the dumpster area that needs to be added to the site map.	s to be added	to the site		
(5) Are the site map (Attachment B) and list of industrial activities (Section 2.1) up to date?	YES	(ON)	Additional Comments/Notes	
(a) If NO, how does this information need to be updated?				1
A couple of minor revisions were discovered as a result of the inspection. All necessary changes have been noted and will be completed by OSER staff.	ecessary chan	ges have		
(6) Is the SWPPP signed?	(YES)	NO		
If NO, contact the SWPPP team leader to have the document signed immediately	J ∕ .			

SECTION C: REVIEW OF ROUTINE/QUARTERLY INSPECTION FORMS

(Note: Items reviewed below are a requirement of the facility's SWPPP. Per the regulations under the General Discharge Permit for Stormwater Associated with Industrial Activities [02-SW], they are not a requirement of the Annual Inspection)

		pleted.	(a) If YES, provide a brief description and indicate whether they were completed.
Additional Comments/Notes	NO	YES	(3) Were any corrective actions or necessary maintenance requirements identified on the routine/quarterly inspection forms?
			(a) If NO , provide a brief description explaining reason.
Additional Comments/Notes	NO	(YES)	(2) Have routine/quarterly inspection forms been filed with the SWPPP?
than calendar year.			
They are conducted on fiscal year rather			
4/17/12, 6/26/12, 9/17/12, and 9/20/12.			
Quarterly inspections were completed on			(a) If NO , provide a brief description explaining reason.
Additional Comments/Notes	NO	(YES)	(1) Have routine/quarterly inspections been completed?

SECTION D: REVIEW OF SPILL RESPONSE FORMS

(Note: Items reviewed below are a requirement of the facility's SWPPP. Per the regulations under the General Discharge Permit for Stormwater Associated with Industrial Activities [02-SW], they are not a requirement of the Annual Inspection)

			1
(1) Have any spills been reported for the site?	(YES)	NO	Additional Comments/Notes
(a) Provide a brief explanation.			
A couple of small spills were reported. Staff needs to make sure that they specify the approximat quantity of material spilled even if it is an estimate.	fy the approxi	mate	
(2) If spills were reported, were the correct spill response procedures followed?		N O	Additional Comments/Notes
(a) If NO, provide a brief description explaining reason.			

SECTION E: EMPLOYEE TRAINING

(Note: Items reviewed below are a requirement of the facility's SWPPP. Per the regulations under the General Discharge Permit for Stormwater Associated with Industrial Activities [02-SW], they are not a requirement of the Annual Inspection)

П		31151115115	
(1) Have all employees completed the required employee training?	YES	2	Additional Comments/Notes
(a) If NO , provide a brief description explaining reason.			
Employees that have been hired out of sync with the annual training have not yet received training.	received tr	aining.	
TransIT needs to ensure that stormwater pollution prevention and spill response training is a part of the	raining is a	part of the	
new hire training process.			
(2) If YES, are sign-in sheets and copies of the training curriculum included in	(1)	(Additional Comments/Notes
the SWPPP?		O N	
(a) If NO, provide a brief description why.			

SECTION F: INSPECTION OF BMPs AND AREAS OF INDUSTRIAL ACTIVITIES

STORMWATER POND #1			Additional Comments/Notes
(1) Does the pond appear to be functioning properly?	(YES)	ON	
(2) Is there an excessive amount of litter in the pond?	YES		
(3) Does there appear to be a significant amount of sediment accumulated in	YES		
the pond?) 		
(4) If the pond has water, is there an excessive amount of algae present?	YES		
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	(ON)	
(6) If the pond has water, is there an odor?	YES	(<u>N</u>	
(7) If the pond has water, is the water discolored?	YES	(ON)	
(8) Is there evidence of erosion present on the banks of the pond?	YES	<u>@</u>	
(9) Is there any other condition that appears to be abnormal?	YES	(ON)	
(a) If YES is circled for any of the questions (2-9) above, provide a description of the condition,	n of the con	dition,	
corrective action necessary and photo (if possible).			

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¹Dry weather flow = presence of flowing water when it has not rained within the last 48 hours.

STORMWATER POND #2			Additional Comments/Notes
(1) Does the pond appear to be functioning properly?	(NES)	NO	
(2) Is there an excessive amount of litter in the pond?	YES	(NO)	
(3) Does there appear to be a significant amount of sediment accumulated in	VEC	3	
the pond?	Ĭ		
(4) If the pond has water, is there an excessive amount of algae present?	YES	(NO)	
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	(NO)	
(6) If the pond has water, is there an odor?	YES	(NO)	
(7) If the pond has water, is the water discolored?	YES	N O	
(8) Is there evidence of erosion present on the banks of the pond?	YES	(S)	
(9) Is there any other condition that appears to be abnormal?	YES	8	
(a) If YES is circled for any of the questions (2-9) above, provide a description of the condition,	n of the con	dition,	
corrective action necessary and photo (if possible).			
175			
*Dry weather flow = presence of flowing water when it has not rained within the last 48 hours.	last 48 hou	rs.	

STORMWATER POND #3			Additional Comments/Notes
(1) Does the pond appear to be functioning properly?	(AE)	NO	
(2) Is there an excessive amount of litter in the pond?	YES	NO NO	
(3) Does there appear to be a significant amount of sediment accumulated in	YES		
(4) If the pond has water, is there an excessive amount of algae present?	YES	ONO)	
(5) Does the inlet(s) have dry weather flow ¹ ?	YES	(NO)	
(6) If the pond has water, is there an odor?	YES	(NO)	
(7) If the pond has water, is the water discolored?	YES	NO	
(8) Is there evidence of erosion present on the banks of the pond?	(YES)	NO	
(9) Is there any other condition that appears to be abnormal?	(YES)	NO	
(a) If YES is circled for any of the questions (2-9) above, provide a description of the condition, corrective action necessary and photo (if possible).	of the con	dition,	

Re #8 - Along the southern edge of the structure (along the salt barn) it looks like there is some minor Re #9 - There was water present at the inlet structure with no rain occurring in the days prior to the inspection. Algae were present possibly indicating the water had been there for some time. TranslT erosion and the pond liner is exposed. This should be repaired before the condition worsens.

¹Dry weather flow = presence of flowing water when it has not rained within the last 48 hours.

nutrients contributing to algal growth.

should evaluate whether the pond is functioning properly and/or investigate the potential source of

BUS MAINTENANCE FACILITY			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES		Re #5 – Secondary containment for the
the ground)?	(If NO , skip to #2)	cip to #2)	windshield washer fluid and mobile oil
(a) Was the source of the spill identified?	YES	ON.	disperisers is required.
(b) Was the source of the spill eliminated?	YES	9	1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -
(c) Was a spill form completed?	YES	NO N	reis recommended mar unit pans are
(d) Was the spill reported?	YES	ON ON	the notates on the 250 gallon oil tank
(e) Was the spill cleaned up properly?	YES	NO	dispensers
- If NO is circled for any of the questions (a-e) above, provide an explanation of why	ion of why		
(2) Are drip pans available for use for leaking buses?		NO NO	
(3) Are spill kits available for use?	KES	ON	
(a) If YES, do the spill kits need to be restocked?	YES	(NO)	
(4) Are any materials, drums, or containers exposed to precipitation?	YES		
(a) If YES, are they sealed and labeled properly?	YES	NO	
(5) Is secondary containment provided for all 55 gallon drums?	S∃A		
(6) Are all materials organized and stored in an orderly fashion?	(XES)	ON	
(7) Has all waste been disposed of properly?		ON	

FUEL ISLAND			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	(ES)	NO	Staff needs to make sure that the spill

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	ONO	YES	(a) If YES, do the spill kits need to be restocked?
•	NO	(YES)	(2) Are spill kits available for use?
are not leaking.		tion of why	- If NO is circled for any of the questions (a-e) above, provide an explanation of why
the two dieser ruer pump rittings. The	NO		(e) Was the spill cleaned up properly?
the rewas evidence of minor leaking from	NO	(YES)	(d) Was the spill reported?
	NO	(YES)	(c) Was a spill form completed?
even if it is an estimate.	NO	(YES)	(b) Was the source of the spill eliminated?
specifying the quantity of material spilled	NO	(YES)	(a) Was the source of the spill identified?
forms are filled out completely including	(ip to #2)	(If NO , skip to #2)	the ground)?

OUTDOOR DUMPSTERS			Additional Comments/Notes
(1) Do dumpsters appear to be leaking (i.e. is there evidence of staining on the ground)?	YES	8	
(2) Are dumpster lids closed?	(KE)	NO	
(3) Are dumpster lids in good condition?	(YES)	NO	
(4) Are dumpsters in good condition?	(YES)	NO	
(5) Has all waste been disposed of properly?	(YES)	NO	

	NO O		(3) Are spill kits available for use?
	Ś	V V	(2) Are drip mane available for looking bucco
		tion of why	- If NO is circled for any of the questions (a-e) above, provide an explanation of why
	NO	(YES)	(e) Was the spill cleaned up properly?
	ON	(YES)	(d) Was the spill reported?
	NO	(YES)	(c) Was a spill form completed?
icaniig pascs.	NO	(YES)	(b) Was the source of the spill eliminated
leaking buses	NO	(YES)	(a) Was the source of the spill identified?
from buses in the parking lot. Staff needs to	p to #2)	(If NO , skip to #2)	the ground)?
There was some evidence of minor leaks	NO	(SE)	(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on
Additional Comments/Notes			BUS FLEET PARKING LOT

(a) If YES, do the spill kits need to be restocked?	YES		
(4) Has all waste been disposed of properly?		ON	<u>.</u>
(5) Has parking lot been swept since last inspection?	(KE)	ON	
(a) If YES, provide date below: 11/21/12			

BUS WASH BUILDING			Additional Comments/Notes
THE PROPERTY OF THE PROPERTY O			
(1) Is there evidence that wash water or detergents from the bus wash are	0.15	(3.	
leaving the enclosed building?	Ž L		
- If YES, provide a description of the conditions found, corrective action necessary, and photo (if	sary, and	photo (if	
possible).	:	•	

SMALL STORAGE SHED			Additional Comments/Notes
(1) Have any new bulk/raw chemicals been added to the storage shed since	YES		
the last inspection?	(If NO, skip t	If NO, skip to next section)	
(a) Are they properly sealed and labeled?	YES	NO	
(b) Do they have secondary containment, if required?	YES	ON ON	
- If NO is circled for any of the questions (a or b) above, provide an explanation of why	nation of wh	λ	

TWO SULLAIR AIR COMPRESSORS			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES	(ON)	
the ground)?	(If NO, skip t	(If NO, skip to next section)	
(a) Was the source of the spill identified?	YES	ON	
(b) Was the source of the spill eliminated	YES	ON	
(c) Was a spill form completed?	YES	ON ON	
(d) Was the spill reported?	YES	ON	
(e) Was the spill cleaned up properly?	YES	ON	
- If NO is circled for any of the questions (a-e) above, provide an explanation of why	ition of why		

TransIT Services of Frederick County MDE Permit 02SW1888 Page 8 of 10

TRANSFORMER			Additional Comments/Notes
(1) Is there evidence of spills/leaks (i.e. staining or absorbent materials on	YES	(N)	
the ground)?	(If NO , skip to next	next section)	
(a) Was the source of the spill identified?	YES	NO	
(b) Was the source of the spill eliminated	YES	NO	
(c) Was a spill form completed?	YES	NO	
(d) Was the spill reported?	YES	NO	
(e) Was the spill cleaned up properly?	YES	NO	
- If NO is circled for any of the questions (a-e) above, provide an explanation of why	ation of why		

SECTION G: GENERAL INSPECTION FINDINGS

Additional Comments/Notes	NO NA	YES	(4) Did you review stormwater monitoring data as part of this inspection to identify potential pollutant hotspots?
	to be present	s expected	(b) If YES , describe the sources of stormwater or non-stormwater pollutants expected to be in these discharges, and any control measures in place
Additional Comments/Notes	8	YES	(3) Did this inspection identify any sources of stormwater or non-stormwater discharges not previously identified in the SWPPP?
			discharges and any associated control measures in place
	vater	non-stormy	(b) If YES, for each location, describe the sources of those stormwater and non-stormwater
Additional Comments/Notes	8	YES	(2) Did this inspection identify any stormwater or non-stormwater outfalls not previously identified in the SWPPP?
			(a) If NO , describe why not
Additional Comments/Notes	NO		(1) As part of this comprehensive site inspection, did you inspect all potential pollutant sources, including areas where industrial activity may be exposed to stormwater?

(5) Describe any evidence of pollutants entering the drainage system or discharging to surface waters, and the condition of and around outfalls, including flow dissipation measures to prevent scouring	waters, couring	Additional Comments/Notes	
This is a very clean and orderly site. There was no evidence of pollutants entering the drainage system or nearby surface waters.	system		
(6) Have you taken or do you plan to take any corrective action, as specified in the permit, since your last annual report submission (or since you received authorization to discharge under this permit if this is your first annual report), including any correcting actions identified as a result of this annual comprehensive site inspection?		Additional Comments/Notes	
(a) If YES , please provide a description This is the first annual inspection for this property so there are no corrective actions required from previous inspections. Recommended corrective actions are detailed in the inspection form and cover memo.	rom d cover		T



ATTACHMENT F - Record of Significant Spills and Leaks, and Spill/Release Incident Forms



Send a copy of all completed spill forms to the Director.

Completed spill forms shall be filed in this SWPPP and maintained as long as TransIT operates the facility.

Copies of all forms and record keeping documents must be submitted to Jessica Seipp with WMS by December 31st of each year. She can be reached at 301.600.1350 or jseipp@frederickcountymd.gov.



SPILL NOTIFICATION FORM

Part A: Basic Spill Data				
Type of Spilled Substance:		Notification Person	:	
Quantity Released:		Spill Date and Times		
Location of Spill:		Discovery Date and	Time:	
		Spill Duration:		
Facility Name & Location:		Release to: [] air	[]water []ocean	
Frederick County Transit Facility 1040 Rocky Springs Road, Frederick, Maryland 21702		[] well [] soil [] containment [] other	[] sewer	
Owner / Company Name:		Telephone:		
Frederick County Fleet Services Frederick County Commissioners 12 E. Church Street Frederick, Maryland 21701		Facility: 301-600-157; Fax: 301-600-1765	2	
Nature of spill and any environmental or health effer [] Injuries [] Fatalities	ects:			
Part B: Notification Checklist				Items from Spill Kit Used
Spill Type	Notific Time	cation Date and	Name of Person that Received Call	Pads; Booms; Bags; Gloves
Spill is any amount of petroleum product:	33-33-33-33-3-3-3-3-3-3-3-3-3-3-3-3-3-3-			Does Spill Kit need re-filled
Fleet Services Pat Hannah 301-600-3588 or Valiree Stine 301-600-1572 or 240-674-7429 (after hours)				
Maryland Department of the Environment (24 hours) 866-633-4686 –or 410-974-3551				
Spill reaches groundwater or surface water:				
Maryland Department of the Environment (24 hours) 866-633-4686 —or 410-974-3551				
National Response Center 1-800-424-8802 Region III Response Center 215-814-9016				
Spill greater than 1,000-gallons or second event of	greate	r than 42 gallons rele	eased in 12-month period	
William C. Early, Acting Regional Administrator U.S. EPA Region III 1650 Arch Street (3PM52) Philadelphia, PA 19103-2029 (215) 814-5000 or (800) 438-2474				

Send a copy of this form to the Director of FC-DFS. This form shall be filed by facility name and maintained as long as the FC-DFS operates at the facility.

 $R942: Update\ of\ Spill\ Notification\ Form\ - Transit_SPCCrpt2; (12312.001); ckw/mcn/ttn$

MDE Permit 02SW1888 Page F-1



MARYLAND DEPARTMENT of the ENVIRONMENT 1800 WASHINGTON BOULEVARD BALTIMORE, MARYLAND. 21230 (410) 537-3000 1-800-633-6101 (within Maryland) http://www.mde.state.md.us



State of Maryland Department of the Environment Emergency Response Division 1800 Washington Blvd. Suite #105 Baltimore , Maryland, 21230-1721



24 HOUR SPILL REPORTING (Toll Free) 1-866-633-4686 EMERGENCY RESPONSE OFFICE (410) 537-3975 RESPONSE OFFICE FACSIMILE (410) 537-3932

http://www.mde.state.md.us

Baltimore , Maryland. 21230-1721

PURSUANT TO THE PROVISIONS OF STATE LAW AND REGULATION; (COMAR 26.10.01.03) "A PERSON DISCHARGING OR PERMITTING THE DISCHARGE OF OIL, OR WHO EITHER ACTIVELY OR PASSIVELY PARTICIPATES IN THE DISCHARGE OR SPILLING OF OIL, EITHER FROM A LAND BASED INSTALLATION, INCLUDING VEHICLES IN TRANSIT, OR FROM ANY VESSEL SHIP OR BOAT OF ANY KIND, SHALL REPORT THE INCIDENT IMMEDIATELY TO THE ADMINISTRATION." "THE REPORT OF AN OIL SPILL OR DISCHARGE SHALL BE MADE TO THE ADMINISTRATION IMMEDIATELY, BUT NOT LATER THAN TWO HOURS AFTER DETECTION OF THE SPILL."

*** FIRE DEPARTMENT PERSONNEL , SEE REVERSE*

ADC Map Coord	Date of spi	II: Mo	/ Day / Y	′r. 20	7	Time of spill	l:	Hours	S (24 ho	ur clock)
	Fire Depa	rtment Report	t No.:		F	Police Depa	rtment Repo	rt No.:		
Location of spill - 9	Street addres	s:	Product Name:					of Vessel,		Gallons
City / Town MD County Zip			(Indicate Gasoline, Diesel, Container Type):			Amount Estimated	IN Vessel, Amount S	pilled:	e or Tank: Gallons Gallons
Transportation Incic	dent:		Contained of Entered Sto	orm Drai				Number and		
Fixed Facility Incide	ent:		Is Below Gr	round		Waterway		rs and Name		
Person(s) Respon Name: Address: City/State: Phone: Drivers Lic.No.		Zip:		Be Sure to Complete Both Sections Don't Forget to Sign Below	Name: Address City/Sta Phone:	ate:	nsible for S	Zip:		
Cause of Spill: Motor Vehicle A Personnel Error Tank/Container Mechanical Fail Transfer Accide	Accident r/Vandalism /Pipe Leak lure	Identify All Spill Mitiga MDE ERI Federal: State: Local:	Groups that <u>Peation</u> : Res	sponsible #	ed in e Party	Materials Sorbent D Sorbent P Sorbent B Sorbent S Overpack	used <u>by Yo</u> ust: ads:	<u>u</u> to contail	Bags each o each o each or	r bales r bales bales
Responsible Party : Descri	be circumstances	contributing to the	spill. (Additional space	e on back)				[Optional for F	D or Gov	't Personnel]
Responsible Party : Descri	be Containment ,	Removal and Clea	in-up operations , inclu	uding dispo	sal. (Additio	onal space on b	pack)	[Optional for F	FD or Gov	"t Personnel]
Responsible Party : Proced	dures, Methods ar	d Precautions inst	tituted to prevent recur	rance of the	e spill. (Ad	ditional space o	on back)	Optional for F	D or Gov	't Personnel l
					, (,			- Coptional for t		- T Clockiner
THE UNDERSIGNED C Print Name: Address:				oany or	Fire De	partment:_				MPLETED.
Telephone										

MARYLAND DEPARTMENT of the ENVIRONMENT 1800 WASHINGTON BOULEVARD BALTIMORE, MARYLAND. 21230 (410) 537-3000 1-800-633-6101 (within Maryland) http://www.mde.state.md.us



State of Maryland Department of the Environment Emergency Response Division 1800 Washington Blvd. Suite #105 Baltimore , Maryland. 21230-1721



24 HOUR SPILL REPORTING (TOII Free)1-866-633-4686 EMERGENCY RESPONSE OFFICE (410) 537-3975 RESPONSE OFFICE FACSIMILE (410) 537-3932

PURSUANT TO THE PROVISIONS OF STATE LAW AND REGULATION; (Environmental Article 4-401 (i); the "Person Responsible for the discharge includes, The owner of the discharged oil, The owner, operator and / or the person in charge of the oil storage facility, vessel, barge, or vehicle involved at the time of or immediately before the discharge; and Any person who through act or ommission, causes the discharge."

Unknown " in any box reuesting information that is unknown or unavailable to you at the time of report.
This Space for continuation and additional information.
THE UNDERSIGNED CERTIFIES THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT TO THE BEST OF HIS OR HER KNOWLEDGE AT THE TIME THE REPORT WAS COMPLETED. Print Name:Company or Fire Department:
Address: City / State / Zip

FREDERICK COUNTY GOVERNMENT INCIDENT REPORT

Type of incident: Fuel.	Spall Date & Time:	09/25/12 0
Location: Fuel Island	Spill Date & Time: - Purp Reported To:	of Centha Hand-
Subjects Name:	Description: race/sex/hgt	
Address:	•	
	·	•
Phone:		
Vehicle: year/make/model/co	lor/tag#	
Witnesses: Name	Address	Phone .
		<u> </u>
List names of all county em	nployees & types of equip	oment involved:
•		
Narrative/Description of in	cident:	
· —		
1 pt - Hul sp. 40	ied - cleaned w/a	brusbest
		•
Reported by:	Hrduhi Date:	09/25/12

Use back of form for additional information

SPILL NOTIFICATION FORM

Part A: Basic Spill Data			Clean up / Remedy
Type of Spilled Substance:	Notification Persor Driver Name:	n:	absorbut
Quantity Released: / pt	Spill Date and Time	2:	03/15/12
Quantity Released: / pt. Location of Spill: Transit That Island - Pumptt	Discovery Date and	l Time:	09/25/12 080
Rud Island - Pumpt	Z Spill Duration:	,	/ /
Facility Name & Location:	Release to: [] air	[] water [] ocean	
Frederick County Transit Facility 1040 Rocky Springs Road, Frederick, Maryland 21702	[] well [] soil [] containment [] other		
Owner / Company Name:	Telephone:	,	
Frederick County Fleet Services Frederick County Commissioners 12 E. Church Street Frederick, Maryland 21701	Facility: 301-600-157 Fax: 301-600-1765	72	
Nature of spill and any environmental or health ef [] Injuries [] Fatalities	fects: MA		
Part B: Notification Checklist			Items Used for Clean Up
Spill Type	Notification Date and Time	Name of Person that Received Call	Pads; Booms; Bags Absorben
Spill is any amount of petroleum product:	09/25/12	Who Handraken	Does Spill Kit need re-filled?
Fleet Services Pat Hannah 301-600-3588 or Valiree Stine 301-600-1572 or 240-674-7429 (after hours)	// /		No fill
Maryland Department of the Environment (24 hours) 866-633-4686 hours)			
Spill reaches groundwater or surface water:			
Maryland Department of the Environment (24 nours) 866-633-4686 –or 410-974-3551			
National Response Center L-800-424-8802 Region III Response Center 215-814-9016			
Spill greater than 1,000-gallons or second event of	greater than 42 gallons rele	eased in 12-month period	
William C. Early, Acting Regional Administrator J.S. EPA Region III 650 Arch Street (3PM52) Philadelphia, PA 19103-2029	<u>.</u>		

Send a copy of this form to the Fuel Coordinator filed by facility name and maintained as long as the	and/or the Director of Fleet Services. This form shall be ne FC-DFS operates at the facility.
Fleet Services Use Only: Name & Date	Director Signature:
R942:Update of Spill Notification Form-Transit_SPCCrpt2.doc;(

SPILL NOTIFICATION FORM

Part A: Basic Spill Data	Application and account the physical account and a second			Clean up / Remedy
Type of Spilled Substance:	=A-K	Notification Persor Driver Name:	1: Francist Ale Discor	BOTT A
Quantity Released:	\ -	Spill Date and Time		w H
Location of Spill: Clamson Car	~~~	Discovery Date and		- Abarta Cmirar
Location of Spill: Clamson Com Area chem up with Absorbin	المح	Spill Duration:	r	CMIMO
Facility Name & Location:		Release to: [] air	[]water []ocean	36066
Frederick County Transit Facility 1040 Rocky Springs Road, Frederick, Maryland 21702		[] well [] soil [] containment [] other 又かひゃん	[] sewer	tuel lea (Hose)
Owner / Company Name: Frederick County Fleet Services Frederick County Commissioners 12 E. Church Street Frederick, Maryland 21701 Nature of spill and any environmental or health [] Injuries [] Fatalities	effects:	Telephone: Facility: 301-600-157: Fax: 301-600-1765	2	
Part B: Notification Checklist				Items Used fo
Spill Type	Notif	ication Date and Time	Name of Person that Received Call	Clean Up Pads; Booms; Bags;Absorbei
Spill is any amount of petroleum product:		-		Does Spill Kit
Fleet Services Pat Hannah 301-600-3588 or /aliree Stine 301-600-1572 or /40-674-7429 (after hours) //aryland Department of the Environment (24 ours) 866-633-4686 –or 410-974-3551				need re-filled?
pill reaches groundwater or surface water:				
Maryland Department of the Environment (24 ours) 866-633-4686 ours				
ational Response Center -800-424-8802 egion III Response Center -5-814-9016				
oill greater than 1,000-gallons or second event o	of greater t	han 42 gallons relea	sed in 12-month period	
illiam C. Early, Acting Regional Administrator S. EPA Region III 50 Arch Street (3PM52) iladelphia, PA 19103-2029 L5) 814-5000 or (800) 438-2474		J	in all month pendu	•

Send a copy of this form to the Fuel Coordinator a filed by facility name and maintained as long as the	nd/or the Director of Fleet Services. This form shall be FC-DFS operates at the facility.
Fleet Services Use Only: Name & Date	Director Signature:
R942:Update of Spill Notification Form-Transit SPCCrot2.doc:(12	312 (101) 'clay/mcn/tto

FREDERICK COUNTY GOVERNMENT INCIDENT REPORT

Type of incident: Fuel Lad	Date & Time:_	12/5/12 1840
Type of incident: Two Comments of Comments	Reported To: D	15 patch
Subjects Name: Descri	ption: race/sex/hgt/	wgt/hair/eyes/age
Address:	•	
Phone:		
Vehicle: year/make/model/color/tag	g# -	
Witnesses: Name	Address	Phone
List names of all county employee	es & types of equip	Well Illaniaer.
APPA with ABBO 37962 CONTRA	route wor (fl Passery
Reported by: Dane Dune	Date:_	12/5/12

Use back of form for additional information

SPILL NOTIFICATION FORM

Part A: Basic Spill Data			Clean up / Remedy
Type of Spilled Substance:	Notification Perso Driver Name:	on:	absorbet
Quantity Released: / p+	Spill Date and Tim	ie;	13/1/2/2
Location of Spill:	Discovery Date an	d Time:	(19/21/12 10)
Twel Island - Pump	Spill Duration:		104211200
Facility Name & Location:	Release to: [] air	[] water [] ocean	
Frederick County Transit Facility 1040 Rocky Springs Road, Frederick, Maryland 21702 Owner / Company Name:	[] well [] soil [] containment [] other	[] sewer	
Frederick County Fleet Services Frederick County Commissioners 12 E. Church Street Frederick, Maryland 21701	Telephone: Facility: 301-600-155 Fax: 301-600-1765	72	
Nature of spill and any environmental or health [] Injuries [] Fatalities	effects: MA		
Part B: Notification Checklist			Items Used for Clean Up
Spill Type	Notification Date and Time	Name of Person that Received Call	Pads; Booms; Bags Absorben
Splll is any amount of petroleum product:	00/15/10	() () () () () ()	Does Spill Kit
Fleet Services Pat Hannah 301-600-3588 or Valiree Stine 301-600-1572 or 240-674-7429 (after hours) Maryland Department of the Environment (24	01/21/12	(gither Hudrelen	need re-filled?
iours) 866-633-4686 -or 410-974-3551			
pill reaches groundwater or surface water:	.*		
Maryland Department of the Environment (24 ours) 866-633-4686 -or 410-974-3551			
lational Response Center -800-424-8802 egion III Response Center			
15-814-9016			
oill greater than 1,000-gallons or second event	of greater than 42 gallons rele	ased in 12-month period	
Illiam C. Early, Acting Regional Administrator S. EPA Region III			
50 Arch Street (3PM52) Illadelphla, PA 19103-2029 L5) 814-5000 or (800) 438-2474			
107 017 3000 OF (000) 438-2474			

	Send a copy of this form to the Fuel Coordinator and/or the Director of Fleet Services. This form shall be
F	filed by facility name and maintained as long as the FC-DFS operates at the facility.
	eet Services Use Only: Name & Date Director Signature:
•-	R942:Update of Spill Notification Form-Transit_SPCCrpt2.doc;(12312,001);ckw/mcn/ttn

Ours 11

FREDERICK COUNTY GOVERNMENT INCIDENT REPORT

	TUCTDENT KELOKT	<u>.</u>
Type of incident: Fuel Location: Fuel Isla P	Spoil Date & Time: - Purp Reported To:	09/25/12 0857 1) Carotha Handrick
Subjects Name:	Description: race/sex/hgt,	/wgt/hair/eyes/age
Address:		
Phone:	 olor/tag#	
Witnesses: Name	Address	Phone
List names of all county e	mployees & types of equip	ment involved:
Narrative/Description of i	ncident: 'bed - cleaned w/ah	brow best
	Why his pate:	

Use back of form for additional information

FREDERICK COUNTY GOVERNMENT

	INCIDENT REPORT	, /
Type of incident: Tuel . Location: Fleet Ses.	Date & Time: Reported To:	The 3/5/13 16:01 ispatch Mr. Dozeg
Subjects Name:	Description: race/sex/hgt	
		·
Address:		
Phone:		
Vehicle: year/make/model,	/color/tag#	
Witnesses: Name	Address	Phone
List names of all county Vivginia VAllecill	employees & types of equiposes	oment involved:
•		
Narrative/Description of	incident:	+ 0 1 1 0
while Freding	incident: Diffeet Services pur Droppedu -> Causing a	up to handel
use not apprehing	properly -> causing a	back tlash of
C. O. A. spill on an	ound approx .5 of	Noth, Call Disparch
the and saill & Mr.	Dough said he would	d check wour.
To perform of down	absorbant & Look to	or abroom there
to alean it up but	- no broom por dus	o 3 h/12
Reported by:	Date:	B-1/1/3
Vigit	oropedy > Causing a propedy > Causing a ound approx. 5 of a bongh said he would absorbant & Look for no brown nor dus Date: Use back of form for add to my Dough that w	itional information
Ala usa talal	ty Mr. Doug that W	le did not have to

SPILL NOTIFICATION FORM

Part A: Basic Spill Data			Verbal to	Clean up / Remedy
Type of Spilled Substance: (In leaded ga. Quantity Released: Conflicting quant	Notifi Jo(ine Driver	cation Person: r Name: \bigcup_{I}	Verbal to : Donglas Credle rginio Vallecilla	absorbent
Quantity Released: Conflicting quant	Spill I	Date and Time	: 03/05/13	placed
Location of Spill:	Disco		Time: 03/07/13 9:06	
Location of Spill: Water Pool Dump		Ouration:		not cloores
Facility Name & Location:	Relea	se to: [] air	[] water [] ocean	1
Frederick County Transit Facility 1040 Rocky Springs Road, Frederick, Maryland 21702	[] we [] cor [] of	اا [] soil ntainment ner <u>دد</u>	[]sewer	
Owner / Company Name:			<i>y</i>	-
Frederick County Fleet Services Frederick County Commissioners 12 E. Church Street Frederick, Maryland 21701		hone: y: 301-600-157 01-600-1765	2	
Nature of spill and any environmental or health ([] Injuries [] Fatalities	effects: UA			
Part B: Notification Checklist				Items Used for Clean Up
Spill Type	1	n Date and me	Name of Person that Received Call	Pads; Booms; Bags; Absorbent
Spill is any amount of petroleum product:				Does Spill Kit need re-filled?
Fleet Services Pat Hannah 301-600-3588 or Valiree Stine 301-600-1572 or 240-674-7429 (after hours)	03/07/	13	Vélerte Stire per video	
Maryland Department of the Environment (24 hours) 866-633-4686 -or 410-974-3551				
Spill reaches groundwater or surface water:				
Maryland Department of the Environment (24 hours) 866-633-4686 -or 410-974-3551				
National Response Center 1-800-424-8802 Region III Response Center 215-814-9016				
Spill greater than 1,000-gallons or second event	of greater than	42 gallons rela	eased in 12-month period	
William C. Early, Acting Regional Administrator U.S. EPA Region III 1650 Arch Street (3PM52) Philadelphia, PA 19103-2029 (215) 814-5000 or (800) 438-2474	•			

Send a copy of this form to the Fuel Coordinator and/or the Director of Fleet Services. This form shall be filed by facility name and maintained as long as the FC-DFS operates at the facility.

R942:Update of Spill Notification Form-Transit_SPCCrpt2.doc;(12312.001);ckw/mcn/ttn

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SPILL NOTIFICATION FORM

Part A: Basic Spill Data		2 1 V	Clean up / Remedy
Type of Spilled Substance: Fuel	Notification Person Driver Name: 4/	: Cyulliz Hondricks Tooo reported 050	to describe
Quantity Released: 3 and 0	Spill Date and Time	3 Fuel line broke	
Quantity Released: 3 gallon Location of Spill: Space #62 Trans. + parking	Discovery Date and	/	absorbent
Transit parking	(ot Spill Duration: W.	rekend	pads,
Facility Name & Location:	Release to: [] air	[] water [] ocean	1
Frederick County Transit Facility 1040 Rocky Springs Road, Frederick, Maryland 21702	[] well [] soil [] containment	[] sewer	a snate
Owner / Company Name:			
Frederick County Fleet Services Frederick County Commissioners 12 E. Church Street Frederick, Maryland 21701	Telephone: Facility: 301-600-157: Fax: 301-600-1765	2	
Nature of spill and any environmental or health [] Injuries [] Fatalities	effects:		
Part B: Notification Checklist	•		Items Used for Clean Up
Spill Type	Notification Date and Time	Name of Person that Received Call	Pads; Booms; Bags; Absorbent
Spill is any amount of petroleum product:			Does Spill Kit need re-filled?
Fleet Services Pat Hannah 301-600-3588 or Valiree Stine 301-600-1572 or 240-674-7429 (after hours)	Valerie Stre 04/15/13@0730	Valenz Stree	
Maryland Department of the Environment (24 hours) 866-633-4686 hours)	04/15/2013@8:37am	Neil Jones	
Spill reaches groundwater or surface water:		**reported by VStine	
Maryland Department of the Environment (24 hours) 866-633-4686 hours)			
National Response Center 1-800-424-8802			
Region III Response Center			
215-814-9016			
Spill greater than 1,000-gallons or second event	of greater than 42 gallons rele	ased in 12-month period	
William C. Early, Acting Regional Administrator		The second control of the second control of	
J.S. EPA Region III L650 Arch Street (3PM52)	ĺ		
Philadelphia, PA 19103-2029			
215) 814-5000 or (800) 438-2474			

Send a copy of this form to the Fuel Coordinator and/or the Director of Fleet Services. This form shall be filed by facility name and maintained as long as the FC-DFS operates at the facility.

R942:Update of Spill Notification Form-Transit_SPCCrpt2.doc;(12312.001);ckw/mcn/ttn



ATTACHMENT G – Records of Training Curriculum and Student Attendance Forms



Signed student training attendance forms shall be filed in this SWPPP and maintained as long as TransIT operates the facility.

Copies of all forms and record keeping documents must be submitted to Jessica Seipp with WMS by December 31st of each year. She can be reached at 301.600.1350 or jseipp@frederickcountymd.gov.

STORMWATER POLLUTION PREVENTION PLAN (SWPPP) TRAINING COURSE SIGN IN SHEET

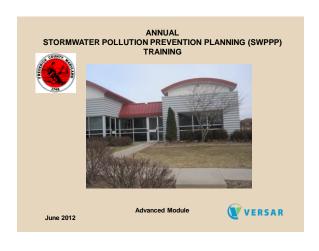
)	

	PRINT NAME	JOB TITLE	FACILITY/LOCATION	TITLE
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

STORMWATER POLLUTION PREVENTION PLAN (SWPPP) TRAINING COURSE SIGN IN SHEET

)	

	PRINT NAME	JOB TITLE	FACILITY/LOCATION	TITLE
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				



Why do you have to be here?



- Because your facility operates under a General Discharge Permit for Stormwater Associated with Industrial Activities.
 - "General Discharge Permit"

Why do you have to be here?



More specifically:

 Under 2d of Section E of Frederick County's Municipal Separate Storm Sewer System (MS4)
 Permit the County must identify all county-owned facilities requiring a NPDES discharge permit and submit documentation that a permit has been obtained for each facility.

2 options for County Ind. Facilities



- All County owned "industrial facilities" must submit a Notice of Intent (NOI) that a permit has been applied for or apply for No Exposure Certification
- All permitted facilities not eligible for No Exposure Certification must then develop a Stormwater Pollution Prevention Plan (SWPPP).

No Exposure?

 No exposure of any of the operations at the facility to PRECIPITATION.

C. Exposure Checklist		
hee any of the following materials or activities exposed to precipitation, now or in the foreseeable future? Presser check either "Yes" or "No in the appropriate box.) If you answer "Yes" to any of these questions 1) through (ii), you are not eligible for the no exposure exclusion.	Yes	No
 Using, storing or cleaning industrial machinery or equipment, and areas where residuals from using, storing or cleaning industrial machinery or equipment remain and are exposed to storm water. 	11	7,70
or deaning industrial machinery or equipment remain and are exposed to storm water		1_1
Materials or residuals on the ground or in storm water inlets from spills/leaks		1_1
3. Materials or products from past industrial activity	1_1	1.3
t. Material handling equipment	\Box	1.1
Materials or products during loading/unloading or transporting activities		1.1
 Materials or products stored outdoors (except final products intended for outside use [e.g., new cars] where exposure to storm water does not result in the discharge of pollutants) 	ш	
Materials contained in open, deteriorated or leaking storage drums, barrels, tanks, and similar containers		
Materials or products hundled/stored on roads or railways owned or maintained by the discharger	1_1	1.1
Waste material (except waste in covered, non-leaking containers)		
 Application or disposal of process wastewater (unless otherwise permitted) 	111	1.1
Particulate matter or visible deposts of residuals from roof stacks and/or vents not otherwise regulated under an air quality control permits and evident in the storm water outflow	\Box	1_1

Industrial Activities? Who me!?

- transportation facilities
 - (but only those who do vehicle maintenance)
- sewage treatment plants designed for over 1.0 MGD
- landfills
- recycling facilities
- etc.
- Considered INDUSTRIAL....

14 Industrial Frederick County **Facilities**

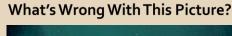
- 14 county facilities covered by a permit
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 - Green Valley Fire-Rescue Station
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 - Fleet Maintenance: LEC, TransIT, FCPS Hayward Rd, 331 Montevue,
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 - WWTPs: Ballenger Creek, New Market, Jefferson
 - Landfill: Reichs Ford

Versar's 2011-2012 Audit



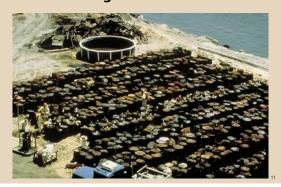
- 6 month audit to identify all County industrial facilities & get them into compliance
- Versar and Sustainability & Environmental Resources Office wrote 13 SWPPPs.
- Culminated in an EPA audit in May!







What's Wrong With This Picture?



Typical Stormwater Pollutants

- Petroleum (oil, grease)
- Cooking grease/oils
- Sediment (soil)
- Trash and debris
- De-icing fluids and coolants (glycols)
- Fertilizers, Herbicides, and
- Fecal bacteria (pet & human feces)





POTENTIAL EFFECTS

- · Human health
 - Direct ingestion during recreation activities
 - Food chain
- Environmental
 - Benthic invertebrates
 - □ Fish
 - □ Birds
- Aesthetics
 - □ Odor
 - Visual (e.g., scums, sheens, etc.)
 - □ Garbage



6 Typical Pollution Sources at Industrial Facilities

- Loading and Unloading Operations
- 2. Outdoor Storage
- 3. Outdoor Process Activities
- 4. Dust or Particulate Generating Processes
- Illicit Connections and Non-Stormwater Discharges
- 6. Waste Management

-EDA

...

Uh oh!

Forklift + distracted driver + 55 gallon drum = STORMWATER POLLUTION





ENVIRONMENTAL REGULATIONS



Acronyms

- MS4 = Municipal Separate Storm Sewer System
- NPDES = National Pollutant Discharge Elimination System

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Municipal Separate Storm Sewer System

- An MS₄ is a conveyance or system of conveyances that is:
 - Owned by a state, city, town, village, or other public entity that discharges to waters of the U.S.;
 - Designed or used to collect or convey stormwater (including storm drains, pipes, ditches, etc.);
 - Not a combined sewer; and
 - Not part of a Publicly Owned Treatment Works (sewage treatment plant).

NPDES

- As authorized by the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States.
 - MS4s are considered point-sources of pollution!

It all starts with the CWA...sorta

- 1972 Federal Water Pollution Control Act (FWPCA)
 - No more point source pollution discharges into navigable waters!
 - It required permit to discharge wastes to public resources

20

The "real" Clean Water Act



 Law suit by NRDC against EPA in 1976 for lack of adequate effluent standards led to amendments to FWPCA

...which came to be known as the CWA of 1977!





CWA becomes WQA in 1987

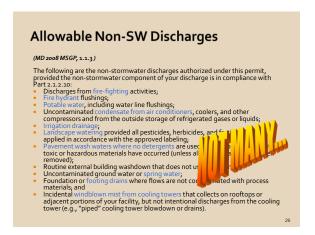
- Water Quality Act (WQA)
- WQA treated certain stormwater discharges as "point source pollution"
- WQA established new schedules for industrial & municipal stormwater discharges into U.S. waters
- Establishes the NPDES for stormwater.

National Pollutant Discharge Elimination System













What is a SWPPP?



- SWPPP = Stormwater Pollution Prevention Plan
- A site-specific, written document that:
 - Identifies potential sources of stormwater pollution at the industrial facility;
 - Describes stormwater control measures that are used to reduce or eliminate pollutants in stormwater discharges from the industrial facility; &
 - Identifies procedures the operator will use to comply with the terms and conditions of the General Discharge Permit.

Sometimes called a "P2 Plan"

29

TYPICAL ACTIVITIES SUBJECT TO OVERSIGHT

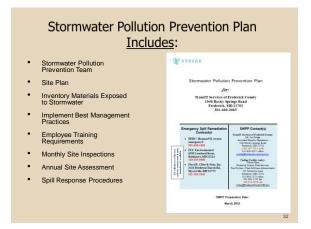
Anything done outside and exposed to rain/snow:

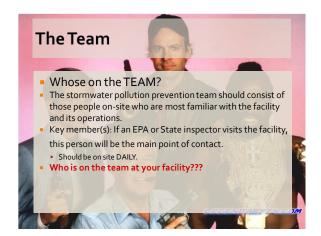
- Fueling
- Maintaining Vehicles and Equipment
- Washing Vehicles and Equipment
- Loading and Unloading Raw Materials
- Liquid Storage in Above-Ground Tanks
- Salt Storage
- Dumpsters
- Soil/compost/sand stockpiles

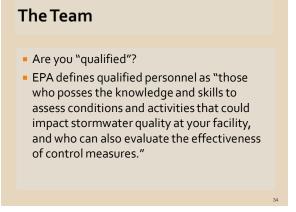


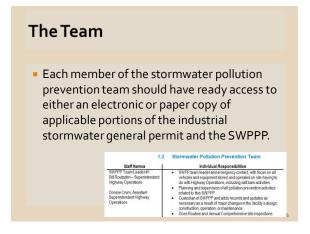


















Typical Facility Best Management Practices (BMPs)

- Good Housekeeping
- · Preventive Maintenance
- Visual Inspections
- Spill Prevention and Response
- Sediment and Erosion Control
- Management of Stormwater Runoff





"Structural" BMPs

- Double-Walled Tanks
- · Secondary Containment







40

Good Housekeeping

- EPA expects you to set an example for the private sector.
- EPA expects you to set an example for the private sector.
- EPA expects you to set an example for the private sector.
- Specific good housekeeping practices vary by facility...

Good Housekeeping



- Regular pickup and disposal of waste materials and scrap equipment;
- Maintenance of clean work spaces;
- Routine inspections for leaks and of the condition of tanks, vehicles and containers;
- Routine inspections to make sure that industrial materials are properly stored and labeled;
- A schedule for sweeping paved areas and floors, including who will perform the sweeping (employee or contractor);
- The individual or position responsible for emptying drip pans placed beneath leaking equipment, valves, and fill lines.

Employee Training

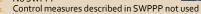
 All employees from a facility, once per year and all new hires upon entering workforce.

Top 10 Common Compliance Failures at **Industrial Facilities**





No SWPPP



- No SWPPP on-site
- SWPPP not signed
- Stormwater pollution prevention team not up-to-date
- On-site staff not familiar with SWPPP Improper collection of visual assessment samples.
- Uncovered dumpsters
- Poor employee/contract staff training
- Inspection or monitoring records are not kept with the

PENALTIES (2008 MD MSGP)



Civil Penalties Violations of permit conditions = fine of \$27,500 per day for each violation

- Criminal Penalties

 Any person who negligently violates...is subject to a fine of not less than \$2,500 \$25,000 per day of violation, or by imprisonment for not more than one (1) year, or by both.

 Any person who knowingly violates...is subject to a fine of not less than \$5,000 \$50,000 per day of violation, or by imprisonment for not more than three (3) years, or by both.

 Any person who knowingly violates...and who knows at that time that he thereby places another person in imminent danger of death or serious bodily injury, is subject to a fine of not more than \$250,000 or imprisonment of not more than fifteen (15) years, or both.

 Corporation subject to fine of \$1 Million.

Spill Response and Notification

- 1. Minor vs. Major Spills
- 2. Response and Notification



Minor Spills

Minor spills are considered to be those of less than 5-gallons which pose no significant harm to human health or the environment and have not entered the storm sewer system, stormwater pond, water body or the groundwater table.



Minor Spill Response Procedures

- Stop leaks

 Roll drums upright (hole
 - pointing up)
 Turn off process
 - Shut pipe valves
- Contain spills
- Booms, pads, sand, dirt
- Divert runoff from spills away from storm drain inlets
- Patch leaks temporary patch until a permanent solution is applied
- Recover/remove contaminated



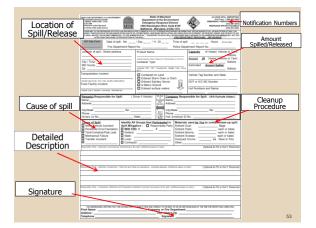


Minor Spill Notification

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- Keep the original filled spill form in the SWPPP.
- A copy of filled spill form must be sent to the Superintendent.
- A copy of the filled spill form is sent to MDE.

MDE Reporting Requirements

- All oil spills onto land or water, including oil spills from vehicles, ships, boats, or vessels of any kind, must be reported to MDE immediately by phone (but not later than 2 hours after detection).
- MDE requires written report as well within 10 days of clean up.
- No volume threshold for reporting.



Major Spills

 Major spill is considered an emergency. It is a spill that cannot be safely contained by staff or cleaned up and/or has made its way into the storm sewer system, stormwater pond, waterbody or groundwater table or is a threat to human health.

Major Spill continued

- The discharge is large enough to spread beyond the immediate discharge
- The discharged material enters a storm drain or stream, lake:
- The discharge requires special equipment or training to cleanup; and/or
- The discharged material poses a hazard to human health or safety.





CALL THE CONTRACTOR!

The county has a contract with the following emergency response contractors.

- 911 or non-emergency# 301-600-1603
- **FCC Environmental** 6305 Lombard Street, Baltimore 410-633-0606
- Floyd E. Cline & Sons, Inc. 3434 Brethren Church Rd, Myersville 301-293-2349





Major Spill Notification

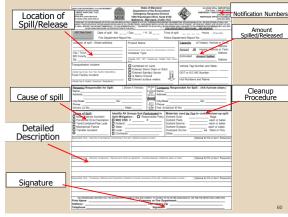
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- SWPPP team leader or whomever is on site will contact BOTH:
 - NATIONAL RESPONSE CENTER 2. • 1-(800) 424-8802, as on a 24-hour basis
- Keep original filled form in the SWPPP folder.
- A copy of filled form must be sent to the Superintendent.
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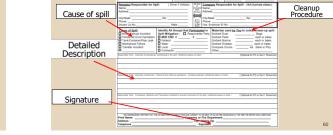
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- Violate applicable water quality standards;
- Cause a film or "sheen" upon, or discoloration of the surface of the water or adjoining shorelines; or
- Cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines
- NRC is the federal government's centralized reporting center, which is staffed 24 hours per $\,$

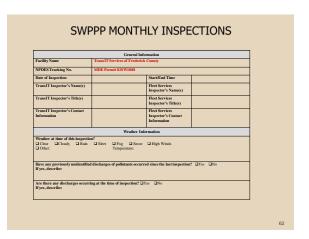
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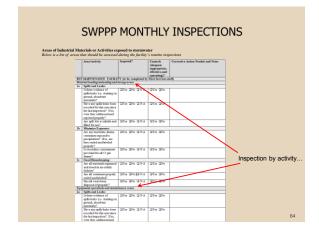




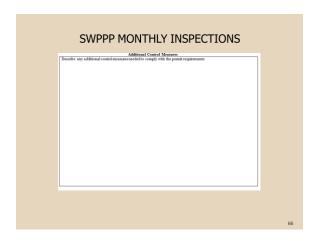
Quarterly (Routine) & Annual Site Inspections













SWPPP ANNUAL INSPECTIONS

- Generic form currently being customized for each facility.
- More comprehensive than quarterly form inspection.
 - Might include:
 - Integrity testing of containment vessels with results documented.
 - Suggested modifications of behaviors or stormwater BMPs to better handle recurring spills
 - Updating SWPPP to reflect changes at facility, new buildings, new activities etc.

SWPPP ANNUAL INSPECTIONS

- Original stays on site in the SWPPP.
- Copies of all forms and record keeping documents must be submitted to Jessica Seipp with WMS by December 31st of each year.
- She can be reached at 301.600.1350 or jseipp@frederickcountymd.gov.

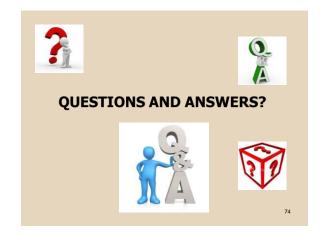


Record Keeping

- Document your compliance!!!
 - permits,
 - inspections,
 - maintenance,
 - monitoring,
 - corrective actions,
 - spills,
 - secondary containment failures,
 - trainings & curriculum
- It all must go in the on-site SWPPP!

Date:	RECORD OF TRAININ	NG ACTIVITIES				
	Name Title Ph	one Number Signature				
		ANNUAL SITE EVALUAT	ION FORM			
	Site: Carroll County Regional A					
	Inspector(s):		Date:			
	Facility Changes/ Activity Areas	Obs	ROUTINE INSPECTIO	N FORM		
	Any changes to the facility in terms of operation?	Site: Carroll County Regional Inspector(s):	Arport		Date: Date/By Whom	
	Any changes to the facility in terms of maintenance?	Activity Area Nain Maintenance Hanger	Observations	Actions Needed	Astion Completed	
TOPICS OF	Any changes to the facility in terms of design?	Incl. Floor drain and oil water separator system Waste Oil Stonga Tank				
10-10-0	Any changes to Site Plan?	Fuel Depot and truck filling error				
	Verify BMPs for Activity Areas: Inspections and Record Keeping Itlan Maintenance	"T" Honger storm drains				
	Hangar Incl. Floor drain and oil water separator system	Fusi Depot Area Incl. Fuel water separator system, UST, and outfall	/ \ State c	f Maryland - Dep	artment of the E	invironment
	Waste Of Storage Tank	Storm-drain at corner of Administrative offices	MDE	Emergency Re D Votes per Brain and ARS	sponse Division	
		Fuel truck Parking area	Office 416-535-3975	Facilities 410-537-3932	24-HOUR SPILL	REPORTING 866-633
		Stornweler Management Areas, Outlail		of Incident" -		





THE END



Why do you have to be here?



- Because your facility operates under a General Discharge Permit for Stormwater Associated with Industrial Activities.
 - "General Discharge Permit"

Industrial Activities? Who me!?

- transportation facilities
 - (but only those who do vehicle maintenance)
- sewage treatment plants designed for over 1.0 MGD
- landfills
- recycling facilities
- etc.
- Considered INDUSTRIAL....mmhmm

14 Industrial Frederick County Facilities

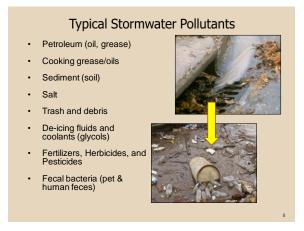
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What's Wrong With This Picture?





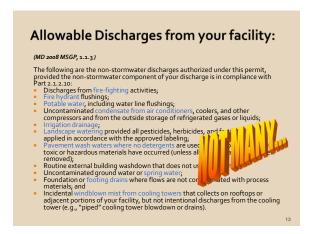


POTENTIAL EFFECTS Human health Direct ingestion during recreation activities Food chain Environmental Benthic invertebrates Fish Birds Aesthetics Odor Visual (e.g., scums, sheens, etc.) Garbage

6 Typical Pollution Sources at Industrial Facilities
 Loading and Unloading Operations
 Outdoor Storage
 Outdoor Process Activities
 Dust or Particulate Generating Processes
 Illicit Connections and Non-Stormwater Discharges
 Waste Management



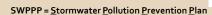
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- 1. Identifies potential sources of stormwater pollution at the industrial facility;
- 2. Describes stormwater control measures that are used to reduce or eliminate pollutants in stormwater discharges from the industrial facility; &
- 3. Identifies procedures the operator will use to comply with the terms and conditions of the General Discharge Permit.

Sometimes called a "P2 Plan"

TYPICAL ACTIVITIES SUBJECT TO **OVERSIGHT**

Anything done outside and exposed to rain/snow:

- Maintaining Vehicles and Equipment
- Washing Vehicles and Equipment
- Loading and Unloading Raw Materials
- Liquid Storage in Above-Ground
- Salt Storage
- Dumpsters
- Soil/compost/sand stockpiles





The implementation of procedures and behaviors

Stormwater Pollution Prevention Plan Includes:

- Stormwater Pollution Prevention Team
- Site Plan
- Inventory Materials Exposed to Stormwater
- Implement Best Management Practices
 - Includes Good Housekeeping
- Employee Training Requirements
- Monthly Site Inspections
- Annual Site Assessment
- Spill Response Procedures



Good Housekeeping

- 1. EPA expects you to set an example for the private
- 2. EPA expects you to set an example for the private sector
- 3. EPA expects you to set an example for the private sector
- 4. You are the government and you are expected to set an example for all to follow.

20

Good Housekeeping



Specific good housekeeping practices vary by facility...

Some examples:

- Regular pickup and disposal of waste materials and scrap equipment;
- Maintenance of clean and orderly work spaces;
- All small mechanical equipment and related chemicals necessary for their operation as well as small gasoline containers are kept <u>indoors</u>.
- Salt is kept within confines of salt barn at all times when active deliveries aren't being made or salt spreader loading isn't occurring.

Good Housekeeping

- Place drip pans beneath leaking equipment, valves, and fill lines
- Sediment and floatables on paved parking areas is regularly swept to minimize loading to stormwater infiltration pond.
- All used parts are drained of fluids prior to disposal.
- Batteries and other significant materials are stored inside.
- Staff clean up leaks, drips, and other spills using dry methods. NEVER WATER or DETERGENTS.
- Etc. etc. etc.

2

Collage of Violations



Employee Training

 All employees from a facility, once per year and all new hires upon entering workforce.

Top 10 Common Compliance Failures at Industrial Facilities







- 2. Control measures described in SWPPP not used
- No SWPPP on-site
- 4. SWPPP not signed
- 5. Stormwater pollution prevention team not up-to-date
- 6. On-site staff not familiar with SWPPP
- 7. Improper collection of visual assessment samples.
- 8. Uncovered dumpsters
- 9. Poor employee/contract staff training
- Inspection or monitoring records are not kept with the SWPPP

...

Spill Response and Notification

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Chain of Command

- Report all spills or leaks to the SWPPP Team Leader immediately.
- You may not walk away from a spill or active leak.
- Your SWPPP Team Leader or one of the other SWPPP team members will fill out the spill reporting form with your input.
 - A SWPPP team leader will contact National Response Center and/or MDE to report spills.

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Chain of Command

- If you are the only one on-site during a MAJOR SPILL contact 911 or the Emergency Spill Contractors.
 - You must remain on-site until the Fire Department, or MDE gives you permission to leave the site of the spill.

1. Minor vs. Major Spills

2. Response and Notification



30

Minor Spills

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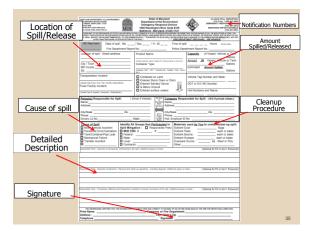


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 - NATIONAL RESPONSE CENTER
 1-(800) 424-8802, available on a 24-hour basis.
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- Cause a film or "sheen" upon, or discoloration of the surface of the water or adjoining shorelines; or
- Cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines
- NRC is the federal government's centralized reporting center, which is staffed 24 hours per day by U.S. Coast Guard personnel.

MDE Reporting Requirements

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- MDE requires both verbal and written reports.
- No volume threshold mentioned.

Location of Spill/Release

| Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Compared | Comp



Record Keeping

- Document your compliance!!!
 - permits,
 - inspections,
 - maintenance,
 - monitoring,
 - corrective actions,

 - secondary containment failures,trainings & curriculum
- It all must go in the on-site SWPPP!



THE END

Q ∞ 13 1 10 INSTRUCTOR: ALEXA 12 Marsha Nana Norris Swerry Burfard ENNIS DEVICES PRINT NAME ANNUAL REFRESHER SWPPP AND SPCC TRAINING (Date/Time) 6/19/12 8 8 83 1/8/2:30 -Asst Dir. Da Mariga Director Des Imperios WALLEE STIME LOCATION: OPS MANAGER FREDERICK COUNTY < | Vansa, DIVISION AND FACILITY YOU (ZANSIT IRANSTI WORK AT March SIGNATURE

TRANSIT

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) Just Aredo	PRINT NAME		ANNU
											د	PMSuperu	TITLE	SIGN IN SHEET (Date/Time)© 27 12 8 8 - 10	FREDERICK COUNTY ANNUAL REFRESHER SWPPP AND SPCC TRAINING
												Traval	DIVISION AND FACILITY YOU WORK AT	EET 5 ³⁰ -10, 10 ³⁰ -12, 1 ³⁰ -4	OUNTY AND SPCC TRAINING
											Les manifolds		SIGNATURE		

PARSIT

STORMWATER POLLUTION PREVENTION PLAN (SWPPP) TRAINING COURSE	SIGN IN SHEET	(Date/Time) April 1 2013 / 1230
--	---------------	---------------------------------

	(Date/Time) April 1, 2013 / 1230	013 / 1230	
PRINT NAME	SIGNATURE	DEPARTMENT/DIVISION	Ture
1 hashy Pryor	Jathy Pryco	Transit / Citizens Services	CDI- Fixed Rays
2 HANK Matthews	5 Houng of Mainers	Transit / Citizens Services	CDh-Fixed
3 Cheyr/ Torwich	is Charkina	Transit / Citizens Services	dpl. 7P.
4 Laura Durso	SO Lawa Albri	Transit / Citizens Services	4
5 Pine St. SA	Amand AINE St. ARMAND	Transit / Citizens Services	
6 Throthe Ans	. /4	Transit / Citizens Services	Part tues
7 Steve Gaigalas	alas as the state of the	Transit / Citizens Services	J.
8 263 () Row Lity	2 Ox IF lunk	Transit / Citizens Services	F. 2-6.1
9 Alan Denmark Or	i Wholy 7	Transit / Citizens Services	Fixed sout
10 BB Dismore		Transit / Citizens Services	Dispatum
11 Tom gale	Jon Jole	Transit / Citizens Services	fR Daiver
12 SAST 12	Daves Cal	Transit / Citizens Services	TRANSIT
13		Transit / Citizens Services	

STORMWATER POLLUTION PREVENTION PLAN (SWPPP) TRAINING COURSE	SIGN IN SHEET	(Doto/Time) Dohumour 30 2012 / 0715
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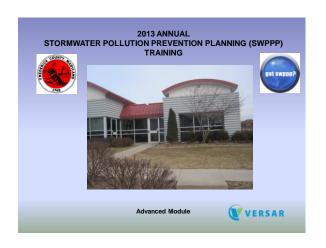
STORMWATER POLLUTION PREVENTION PLAN (SWPPP) TRAINING COURSE	SIGN IN SHEET	(Date/Time) February 28, 2013 / 1315
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	PRINT NAME	SIGNATURE	DEPARTMENT/DIVISION	Trade
,	Larry Zecher	Lany Lieber	Transit / Citizens Services	Paratransit Driver
7	Ray Miller Milbuan	Ka th Smith	Transit / Citizens Services	Paratransit Driver
3	Robin LaGrave	Charlestane	Transit / Citizens Services	Paratransit Driver
4	Jay Rockenhause	Jay (Called -	Transit / Citizens Services	Paratransit Driver
5	Tracy Carson	Jarkaron	Transit / Citizens Services	Paratransit Driver
9	Christina Warner		Transit / Citizens Services	Paratransit Driver
7	Evelyn Romero	Eagly Ronard	Transit / Citizens Services	Paratransit Driver
8	Almiro Joao		Transit / Citizens Services	Paratransit Driver
6	Henry Welch	General R. Welt.	Transit / Citizens Services	Paratransit Driver
10	Ivan Smith		Transit / Citizens Services	Paratransit Driver
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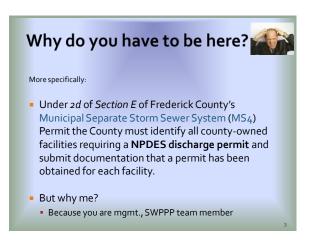
	PRINT NAME	SIGNATURE	DEPARTMENT/DIVISION	True
,	William Meyer		Transit / Citizens Services	Fixed Route Driver
2	Herbert Kanode	See Lear Topula	Transit / Citizens Services	Fixed Route Driver
. დ	R.W. Pelc	SWINE	Transit / Citizens Services	Fixed Route Driver
4	Ruth Summerfield	Kin Sumen fried	Transit / Citizens Services	Fixed Route Driver
2	Kelsey Free	Les Care Freez	Transit / Citizens Services	Fixed Route Driver
9	Lisa Rosa	· May Inch	Transit / Citizens Services	Fixed Route Driver
7	Wayne Smith	Wayne Smath	Transit / Citizens Services	Fixed Route Driver
8	Charles Tasco	Coffeeder, Justo	Transit / Citizens Services	Fixed Route Driver -
6	Tami Roch		Transit / Citizens Services	Fixed Route Driver
10	John Heiderman	John Hiller	Transit / Citizens Services	Fixed Route Driver
11	Dane Dixon		Transit / Citizens Services	Fixed Route Driver
12	Betty Hackett	Setty Lickett	Transit / Citizens Services	Fixed Route Driver
13	Michael Jackson	michaethulm	Transit / Citizens Services	Fixed Route Driver

	PRINT NAME	SIGNATURE	DEPARTMENT/DIVISION	Time
14	Jaime Restrepo	1 Am my	Transit / Citizens Services	Fixed Route Driver
15	Jeff Raines	Ca/Ca)	Transit / Citizens Services	Fixed Route Driver
16	Joseph McIntyre		Transit / Citizens Services	Fixed Route Driver
17	Bill Shugars		Transit / Citizens Services	Fixed Route Driver
18	Rachel Allen	Far 6 1010	Transit / Citizens Services	Fixed Route Driver
19	Cynthia Hendrickson	TON ROLL OF BELLEVILLE	Transit / Citizens Services	Operations Supervisor
20	Douglas Credle	Jew Short	Transit / Citizens Services	Operations Supervisor
21	Dennis Devilbiss	Denni Dedicas	Transit / Citizens Services	Operations Manager
22				
23				
24				
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26		and the second s		

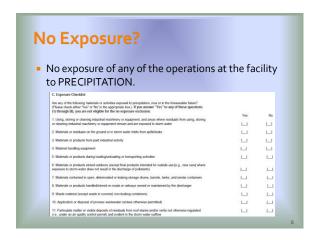
	STORMWATER P	STORMWATER POLLUTION PREVENTION PLAN (SWPPP) TRAINING COURSE SIGN IN SHEET (Date/Time) February 27, 2013 / 1400	PLAN (SWPPP) TRAINE ET 7, 2013 / 1400	NG COURSE
	PRINT NAME	SIGNATURE	DEPARTMENT/DIVISION	TITLE
	Sam Mensah	June 5	Transit / Citizens Services	Fixed Route Driver
7	Janet Carter	Gast to Corte	Transit / Citizens Services	Fixed Route Driver
3	Don Parise	Line from	Transit / Citizens Services	Fixed Route Driver
4	Jorge Garces	The South	Transit / Citizens Services	Fixed Route Driver
Ŋ	Virginia Vallecillo	When I allege	Transit / Citizens Services	Fixed Route Driver
9	Sherry Wahl	Shy ad	Transit / Citizens Services	Fixed Route Driver
7	Tan Pham		Transit / Citizens Services	Fixed Route Driver
8	Bill Johnson	Bildhion	Transit / Citizens Services	Fixed Route Driver
6	Robert E. Lee Jr.	LAST V	Transit / Citizens Services	Fixed Route Driver
10	Isaac Wilkes Jr.	Space Willes V.	Transit / Citizens Services	Fixed Route Driver
. —I	Christopher Wilson	Charles March	Transit / Citizens Services	Fixed Route Driver
17	Phil Aguilar		Transit / Citizens Services	Fixed Route Driver
13				
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14 Industrial Frederick County Facilities

- 14 county facilities covered by a permit
- 1 was able to get no-exposure certified.
 - Green Valley Fire-Rescue Station
- The remaining 13 have developed SWPPPs
 - Fleet Maintenance: LEC, TransIT, FCPS Hayward Rd, 331 Montevue,
 - Satellite yards: Johnsville, Thurmont, Urbana, Myersville, Jefferson
 - WWTPs: Ballenger Creek, New Market, Jefferson
 - Landfill: Reichs Ford

The new Permit is coming !!!



All permitted facilities will need to:

- submit a Notice of Intent (NOI) for all facilities along with a Stormwater Pollution Prevention Plan (SWPPP)
 - MDE will be reading the SWPPP beforehand!
- quantify the acreage of the facility as treated versus untreated impervious surfaces

The new Permit is coming !!!

- restore 20% of the facility's untreated impervious surface w/in 4 years.
- conduct quarterly visual assessments of stormwater discharges from all outfalls on the facility property
- If your facility drains to impaired or high quality ("tier 2") waters, you will have additional obligations
- Etc....

OSER to the Rescue



- The County's Office of Sustainability and Environmental Resources (OSER) will be assisting as before.
- Relax, deep breath.

What is stormwater?

Stormwater is defined as precipitation runoff, surface runoff and drainage, street runoff and snow melt runoff.

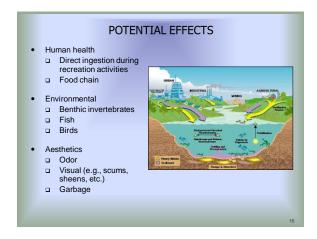
What's Wrong With This Picture?



















Acronyms

- MS4 = Municipal Separate Storm Sewer System
- NPDES = National Pollutant Discharge Elimination System

Municipal Separate Storm Sewer System

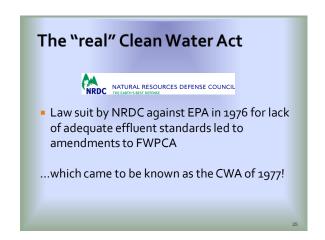
- An MS4 is a conveyance or system of conveyances that is:
 - Owned by a state, city, town, village, or other public entity that discharges to waters of the U.S.;
 - Designed or used to collect or convey stormwater (including storm drains, pipes, ditches, etc.);
 - Not a combined sewer; and
 - Not part of a Publicly Owned Treatment Works (sewage treatment plant).

NPDES

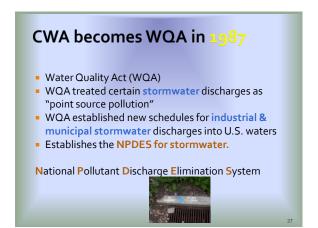
- As authorized by the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States.
 - MS4s are considered point-sources of pollution!

It all starts with the CWA...sorta

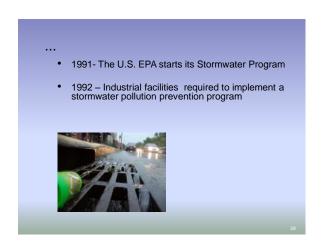
- 1972 Federal Water Pollution Control Act (FWPCA)
 - No more point source pollution discharges into navigable waters!
 - It required permit to discharge wastes to public resources

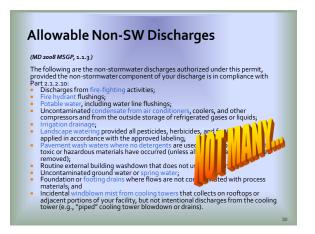


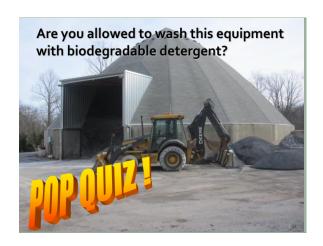








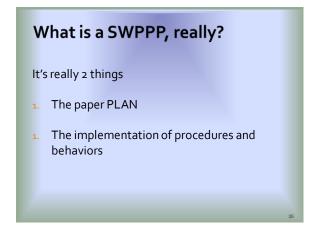


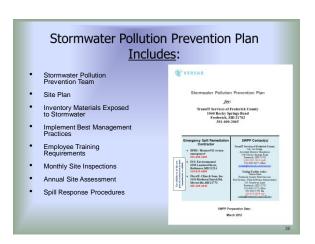


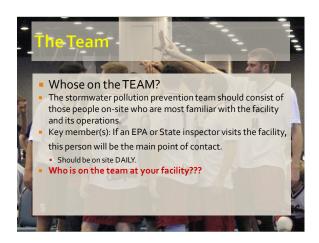


SWPPP = Stormwater Pollution Prevention Plan A site-specific, written document that: Identifies potential sources of stormwater pollution at the industrial facility; Describes stormwater control measures that are used to reduce or eliminate pollutants in stormwater discharges from the industrial facility; & Identifies procedures the operator will use to comply with the terms and conditions of the General Discharge Permit. Sometimes called a "P2 Plan"









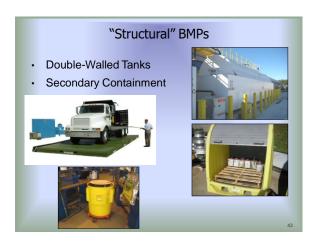
The Team Are you "qualified"? EPA defines qualified personnel as "those who posses the knowledge and skills to assess conditions and activities that could impact stormwater quality at your facility, and who can also evaluate the effectiveness of control measures."

Each member of the stormwater pollution prevention team should have ready access to either an electronic or paper copy of applicable portions of the industrial stormwater general permit and the SWPPP. | 1.3 | Stormwater Pollution Prevention Team | Staff Name | Industrial | Stormwater Pollution Prevention Team | Industrial | Stormwater Pollution Prevention Team | Industrial | Stormwater Pollution Prevention Team | Industrial | Stormwater Pollution Prevention Team | Industrial | Stormwater Pollution Prevention Team | Industrial | Stormwater Pollution Prevention Team | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial | Industrial









Good Housekeeping

- EPA expects you to set an example for the private sector.
- EPA expects you to set an example for the private sector.
- 3. EPA expects you to set an example for the private sector.
- Specific good housekeeping practices vary by facility...

Good Housekeeping



- Regular pickup and disposal of waste materials and scrap equipment;
- Maintenance of clean work spaces;
- Routine inspections for leaks and of the condition of tanks, vehicles and containers;
- Routine inspections to make sure that industrial materials are properly stored and labeled;
- A schedule for sweeping paved areas and floors, including who will perform the sweeping (employee or contractor);
- The individual or position responsible for emptying drip pans placed beneath leaking equipment, valves, and fill lines.

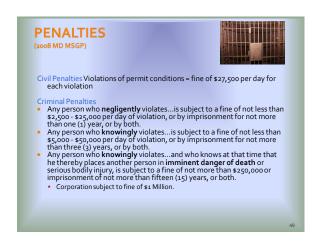
Employee Training

 All employees from a facility, once per year and all new hires upon entering workforce.

Top 10 Common Compliance Failures at Industrial Facilities...















Minor Spill Notification All minor spills must be documented by the SWPPP Team members or other designated personnel using the Spill/Release Incident Form (Attachment F) Keep the original filled spill form in the SWPPP. A copy of filled spill form must be sent to the Superintendent. A copy of the filled spill form is sent to MDE.

MDE Reporting Requirements

- COMAR 26.10.01.03
- All oil spills onto <u>land or water</u>, including oil spills from vehicles, ships, boats, or vessels of any kind, must be reported to MDE immediately by phone (but not later than 2 hours after detection).
- MDE requires written report as well within 10 days of clean up.
- No volume threshold for reporting!!!!

Minor Spill	SPILL NOTIFICATION FORM				
	Part Ac Basic Spill Data				
	Type of Spilled Substance:		Notification Person:		
Notification	Quantity Released:		Spill Date and Time: Discovery Date and Time:		
	Location of Spills				
Form		Spill	Duration:		
	Facility Name & Locations Frederick County Transit Facility J000 Rocky Springs Road, Frederick, Maryland 21702 Owner / Company Name:		Release to []air []water []ocean []well []soil []sewer []containment []other_		
	Frederick County Fleet Services Frederick County Commissioners 12 E Church Street Frederick, Maryland 21701.	Fac	phone: lity: 301-600-15 301-600-1765	72	
	Nature of spill and any environmental or health effects: [] Payries [] Fatalities				
	Part B: Notification Checklist				Items from Spill Kit Used
		Notificatio	n Date and	Name of Person that Received Call	Pads; Booms; Bags; Gloves
	Spill is any amount of petroleum products			Does Spill Kit need re-filled	
	Fleet Services Pat Harmah 301-600-3588 or Valline Stine 301-600-1572 or 260-674-7479 father Insura) Maryland Department of the Environment (24 house) 666-693-4686 - or - 410-974-3551				need re-rings
	Spill reaches groundwater or surface water:				
	Maryland Department of the Environment (24 hours) 856-633-4666 -on- 410-974-3551 National Response Center 1 400-424-8802 Region II Response Center 215-814-9056				
	Spill greater than 1,000-gallons or second event of greater than 42 gallons released in 12-month period				
	William C. Early, Acting Regional Administrator U.S. EPA Region III 1650 Arch Street (3PMS2) Philadelehia, PA. 19103-2029				

Major Spills = 911

Major spill is considered an emergency. It is
 a spill that cannot be safely contained by staff
 or cleaned up and/or has made its way into
 the storm sewer system, stormwater pond,
 waterbody or groundwater table or is a threat
 to human health.

Major Spill continued 1. The discharge is large enough to spread beyond the immediate discharge area; 2. The discharged material enters a storm drain or stream, lake; 3. The discharge requires special equipment or training to cleanup; and/or 4. The discharged material poses a hazard to human health or safety.

CALL THE CONTRACTOR!

The county has a contract with the following emergency response contractors.

DFRS / Hazmat 911 or non-emergency# 301-600-1603

Burns Septic & Tank Cleaning 2360 Dairyland Drive, Westminster 1-877-89-BURNS

Floyd E. Cline & Sons, Inc. 3434 Brethren Church Rd, Myersville 301-293-2349

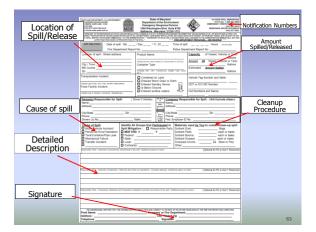


N.R.C. Oil Spill Reporting Requirements: Violate applicable water quality standards;

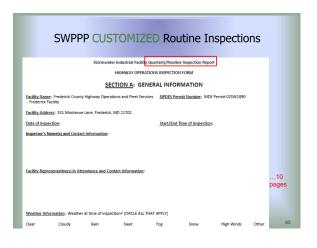
- Cause a film or "sheen" upon, or discoloration of the surface of the water or adjoining shorelines; or
- Cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines
- NRC is the federal government's centralized reporting center, which is staffed 24 hours per

MDE Reporting Requirements

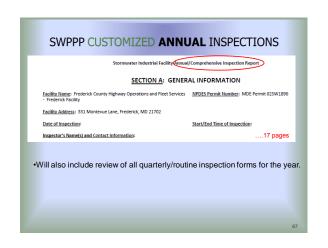
- All oil spills onto land or water, including oil spills from vehicles, ships, boats, or vessels of any kind, must be reported to MDE immediately (but not later than 2 hours after detection).
- MDE requires both verbal and written reports.
- No volume threshold mentioned.







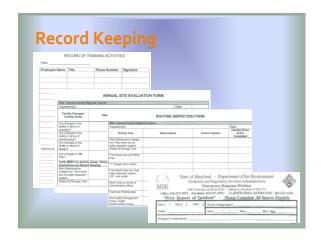
SWPPP CUSTOMIZED ANNUAL Inspections More comprehensive than quarterly form inspection. • Might include: Integrity testing of containment vessels with results Suggested modifications of behaviors or stormwater BMPs to better handle recurring spills Updating SWPPP to reflect changes at facility, new buildings, new activities etc.



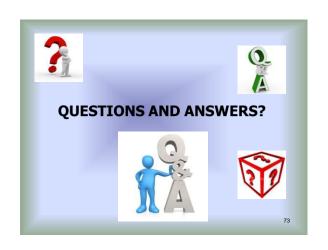
SWPPP ANNUAL INSPECTIONS Original stays on site in the SWPPP. Copies of all forms and record keeping documents must be submitted to Jessica Seipp with WMS by December 31st of each year. She can be reached at 301.600.1350 or jseipp@frederickcountymd.gov.

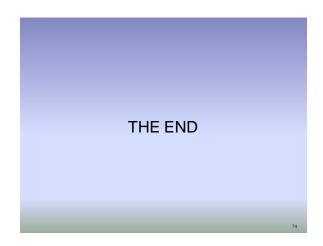












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Course name: Swppp 4	SPCC
Date: June 20, 2013	Trainer: Brad Norton - yersar Valiree Stine - fred.
@ transit tacility	Valitee Stine - trea.
Name	Department / Division / Unit
Nancy Noneis	Tegnert
Joe Ortega	Transit
Mike Ramsburg	Highway
Jason Savage	Highway
Wayne Persinger	Highway
Bill Routzahn	Highway
Donald Crum	High Way
Robbie Narwood	Flort
Scott Wisher	Flect
Keena Delasta	Fleet
Wark Schweitzer	DUSWM
Leomiller	DUSWM
Suc Thompson	PRANSIT
DENNIS DEVICEISS	TRANSIT
Phil Haccis	DSWM
JAMES CONNERLY	DSWM
Valine Stine	flut Services

attendee.attendee.attendee.attendee : SIQIN-IIN SNECT

& SPCC

Date: June 24, 2015	Trainer: ALXIBOADO/VALIKET
@ Law Complex	
,	
Name Doug Peasse	Department / Division / Unit Ofice of Maint / DPW
Broke Brohana	Maint / DPW
JAMES KLIPP	MAINT / DPW
GARY SHANKIE	HIGHWAY DEPT.
hobert Blentlinge	or Fleet/LEC
Pat Hannah	Fleet
WAYNE HARRIS	FLEET
Mehal Frivedi	DUSWM.
Todd Oyster	Fc Maint OPW
Mark Maggitti	FCPS
Laura Olsen	FCPS
ROBERT WILLIAM	1 cps
	/

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Course name: SWPP & SPCC

Date: July 8, 2013 Trainer: AEXIBRADO VALIBEE STIVE

Law Complex

Name	Department / Division / Unit
ROY MEHAFFA	BOE/WAREHOUSE MGR.
Fred Punturiero	FCPS DOT
Gale Reeder	Highway Myersville
Tom Green	Highway Myersuille
Robert Unger	Wighway Thurmont
JASON COOPER	Highway Sefferson
Theford Combos	Highway Johnsuife
KEN Hartt	Duswm
Bob Money	Duswin
Bruce Bauct	Highway Thurmont
TONY DOSFONZO	Tear SERVICES
Ben Bostian	(
Helen Stockman	Fleet Services
Blown Okhall	Fleet Services
PAID EN15	DPW
ROBERT TOBERY	FLEET SURVICES
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Course name: SWPPP \$	SPCC
Date: July 8, 2013 @ Law Complex	Trainer: ALEVI BOADO WALLET STINE
Name GANY HELL Doug mossours	Department / Division / Unit F.C-P-S. MAINTENNICE High way